

MIECAT Extenuating Circumstances

Extenuating circumstances are defined as circumstances that are beyond your control; unpredictable and unavoidable and have an impact on your ability to meet your academic requirements or class schedule. This could be a one-off situation or ongoing circumstances.

Extenuating circumstances may apply in the following instances:

- Extension requests over 3 weeks
- Attendance in class
- Second deferrals or extending a deferral
- Change of class allocation requests

Examples of extenuating circumstances:

- illness or injury
- the illness/death of a family member
- caring responsibilities
- court attendance/jury duty
- trauma
- misadventure
- being a victim of crime

Circumstances which are not eligible:

- public transport and traffic delays
- predictable emotions such as nervousness and stress associated with assessments
- personal events such as birthdays, weddings; event bookings; holidays or travel plans
- minor ailments or illness where you are still capable of completing assessments
- misreading or misunderstanding your timetable or unit related dates
- information and communications technology problems – except where they could not have been prevented, avoided or the effects minimised by reasonable diligence on your part

Supporting documentation

When requesting a change in class allocation; long extension or second deferral you may be asked to provide supporting documentation with your form.

Appropriate documentation could include:

- A self-certifying written statement explaining your circumstances
- A doctor's certificate or health professional
- A police report
- A death certificate or notice
- A letter from your religious leader

Requirements for independent supporting evidence:

- You must not submit photographs, audio files or videos with content that may be considered distressing or graphic.
- You are not required to provide certified copies of documents during the initial application process, scanned copies are sufficient.