

How to apply for special consideration

What is special consideration?

Special consideration is a post-exam adjustment made to a candidate's mark, by an awarding body, to make allowances for any adverse circumstances, for example, illness, bereavement or temporary injury.

If you think there is a chance that a candidate or group of candidates has been disadvantaged in any way your Centre should apply for special consideration on their behalf.

Types of special consideration

There are two types of special consideration that your Centre can apply for – 'absent with good reason' and 'present but disadvantaged'.

1. Absent with good reason

- A candidate is ill, or had an accident, and cannot attend the exam.
- A candidate is absent because they are attending the funeral of a close relative or friend.
- A candidate is competing in an international competition and is representing their country.

2. Present but disadvantaged

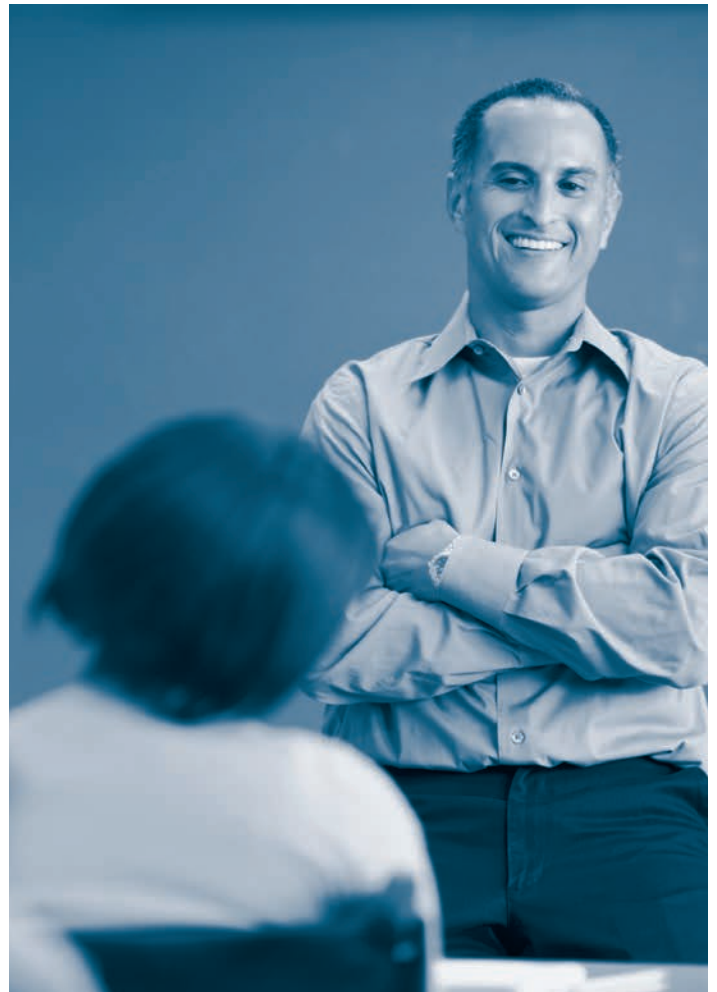
The individual candidate

- A candidate becomes unwell during an exam.
- A candidate was unwell at the start of the exam but chose to sit it anyway.
- A candidate had an accident and was disadvantaged by pain or temporary disability.
- A candidate is present for an exam but has a relative who has died or is in hospital with a terminal illness.
- A candidate was affected by something that happened on the way to the exam, such as witnessing an accident.

The centre

- A centre has difficulty obtaining equipment or supplies for a practical exam.
- A disturbance, or a political or environmental upheaval, including riots or earthquakes.

You should attach the appropriate evidence to your application for special consideration. If the candidate needs special consideration because they were ill or had an accident you will need to attach a medical certificate or hospital letter to the application.



Frequently asked questions about special considerations

How will you determine what grade the candidate is given?

We will use the candidate's performance in the other papers they sat for the syllabus to determine their grade. To do this the candidate must have sat papers, in the same series, that make up 50 per cent of the syllabus mark.

If they have not done this we cannot apply special consideration as we will not have enough information to determine their grade. If this is the case we will advise you to withdraw the candidate from the syllabus and enter them for the exam in the next series.



