If a student studying as Royal Holloway has asked you to provide a statement to support their Extenuating Circumstances application, please complete the form below and return it to the Student so they can upload it with their application.

If you wish to know more about the Extenuating Circumstances process at Royal Holloway please view the information on the [webpages](https://intranet.royalholloway.ac.uk/students/study/exams/extensions-and-extenuating-circumstances/extenuating-circumstances.aspx)

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| --- | --- | --- | --- |
| **ABOUT THE STUDENT** | | | |
| Student Name | Click or tap here to enter text. | Student ID | Click or tap here to enter text. |
| **ABOUT YOU** | | | |
| Your relationship to the student (i.e. how do you know them?) | | Click or tap here to enter text. | |
| Your name | | Click or tap here to enter text. | |
| Your email address | | Click or tap here to enter text. | |
| Your telephone number | | Click or tap here to enter text. | |
| I consent to being contacted to verify my identification if necessary | | YES | |
| **ABOUT THE CIRCUMSTANCES AFFECTING THE STUDENT** | | | |
| Date of Circumstances: | |  | |
| Did you directly witness the circumstances and/or their effect on the student?  Please provide details:  Click or tap here to enter text. | | | |
| Please provide below a description of the circumstances that affected the student and how this prevented them from completing their assessment: | | | |
| Click or tap here to enter text. | | | |