



*Division of Health Sciences*  
**SCHOOL OF PHARMACY**

**APPLICATION FOR SPECIAL CONSIDERATION  
IN THE FINAL EXAMINATION(S) FOR  
THE BACHELOR OF PHARMACY PROGRAMME.**

**This form should only be used if you are eligible to apply for Special Consideration on the grounds that:**

1. you have been **prevented from sitting** a final examination through acute illness or other exceptional circumstances at the time of the final examination or for a 14 day period immediately prior to the examination.  
**OR**
2. you consider that your performance in any final examination has been **seriously impaired** due to illness or other exceptional circumstances at the time of the final examination or for a 14 day period immediately prior to the examination.

**Examples of the level and type of incapacity through illness, or other exceptional circumstances, which Special Consideration is designed to cover include:**

1. *Severe medical condition as a result of illness or accident, supported by medical evidence or as documented, e.g. severe glandular fever or influenza, hospital admission for a motorcycle accident.*
2. *Bereavement of a significant other, as documented with either a death notice or formal certification.*
3. *Serious psychological impairment certified by a counsellor or doctor.*

**Note: Mistaking the time or venue of an examination, experiencing examination anxiety, or having several examinations close together, are not grounds for applying for Special Consideration.**

Only one application form should be used to cover all examinations for which you are seeking Special Consideration. This application (including supporting documentation) must be received at the School of Pharmacy Reception **no later than five calendar days from the date of the last examination for which you are seeking Special Consideration.**

## NOTES FOR APPLICANTS

### **To apply for consideration under this provision a student must:**

1. complete an application form available from the Reception, Seventh Floor School of Pharmacy.
2. obtain evidence of the impairment from the Student Health and Counselling Service or from a registered practitioner.
3. submit both of the above to Reception, School of Pharmacy no later than five calendar days after the last examination for which you are seeking Special Consideration.

### **Please read the additional notes below before completing this application.**

1. No applications can be considered after examination results have been published.
2. The Board of Studies for Pharmacy has authority over all final examinations in the Bachelor of Pharmacy programme. If you have failed or were absent for the original exam and your impairment is accepted, you will be required to sit a sick special. If your application for impairment is accepted and you passed the original exam, you will be offered the choice of accepting the existing mark or sitting a sick special. If a Sick Special is taken the final grade will be based on the better of the two examination marks combined with internal assessment.
3. Only one application form should be used to cover all examinations for which you are seeking special consideration.

<b>TITLE          SURNAME          FIRST NAME(S)</b> <b>1.</b> _____			<b>STUDENT ID</b> 
<b>2. YOUR STUDENT EMAIL ADDRESS TO WHICH LETTERS ABOUT YOUR APPLICATION WILL BE SENT</b>  <input type="text"/> @student.otago.ac.nz			
<b>3. If you were ABSENT from any final examination(s), specify the paper(s) here.</b>			
<b>PAPER CODE</b>	<b>DATE</b>	<b>AM/PM</b>	<b>OFFICE USE ONLY</b>
<b>4. If you consider that your performance was SERIOUSLY IMPAIRED in any final examination specify the paper(s) here</b>			
<b>PAPER CODE</b>	<b>DATE</b>	<b>AM/PM</b>	<b>OFFICE USE ONLY</b>

This application **MUST** be accompanied by:

a Health Declaration for Special Consideration

other (specify)

<p>I have read and understood the information on this form.</p> <p>Signature ..... Date</p> <p>Please tick if you <b>DO NOT</b> wish information you have supplied be made available to examiners</p>
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