



Serious Adverse Circumstances (SAC) Process

We understand that during your course you may be faced with circumstances that affect the progression of your learning and your ability to meet your coursework deadlines.

At Education for Health (EfH), we are committed to supporting you through these difficult times, therefore in partnership with the University of Hertfordshire we have made a number of changes to the serious adverse circumstances process.

Moving forward, you will be applying for your request with EfH. Here you will need to complete the SAC form which will be made available on Canvas under the unit's tab under student information.

Once you have completed the form you will need to send this by email to exceptionalcircumstance@educationforhealth.org

Once the Team at EfH receive this form it will be reviewed at the Academic Review Panel (ARP) which will be held on a weekly basis. You will then receive the outcome of your request via email which will advise you on the next steps.

Please note, this form CANNOT be used as a request for an extension. If you experience circumstances whereby you may need a short amount of extra time to hand in a piece of assessed work, after the hand in-date without penalty, please ensure you request authorisation by completing the ten-day extension form which can be found under the units tab> student information. Your request will be considered, and you will be emailed with the outcome.

It is imperative that if you have circumstances which affect your ability to submit your assignment then you must complete a SAC form otherwise it will be counted as a non-submission. Please note: The University continues to operate a 'fit to sit' policy so if you decide to sit/submit an assessment, the University will not normally accept a claim that you have serious adverse circumstances with regard to that assessment (see UPR AS14 UPRs 2020 Section C.3.8.3 and C3.8.4). For all assessments submitted online on Canvas other than timed summative quizzes, students are indicating they are 'fit to sit' by pressing the submit button.

For any questions or queries please complete the enquiries form and a member of the team will contact you.

We wish you all the best with your learning.