**Mitigating Circumstances Claim**

All claims must be supported by appropriate evidence.

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| **Name** |  |
| **ID Number** |  |
| **School** |  |
| **Programme Code** |  |

Please state clearly the reasons for your claim. You must provide as much detail as possible of the circumstances your claim is based on. If you need any further help or support completing your claim, please speak to your School administrator or contact LSU Advice [lsuadvice@lsu.co.uk](mailto:lsuadvice@lsu.co.uk) or [LSULondonadvice@lsu.co.uk](mailto:LSULondonadvice@lsu.co.uk) for London students. Information can be found on their website: <https://lsu.co.uk/academic-experience/advice>.

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| **Describe the circumstances of your claim** |
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| **When did the circumstances of your claim occur?** |
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| **How have the circumstances of your claim affected you and impacted on your research/progress with your research?** |
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| **Please tick here if you are currently in contact with CDS regarding this claim.** |  |

As part of your Mitigating Circumstances claim you **MUST** provide one or more pieces of independent supporting evidence.

You must submit your claim form and supporting evidence to your Research Administrator prior to your progression board