

## **SPECIAL CONSIDERATIONS POLICY**

### **SPECIAL CONSIDERATION – IN CASE OF ADVERSE CIRCUMSTANCES AT THE TIME OF THE EXAM**

Special consideration is an action taken after an assessment to allow candidates who have been disadvantaged by temporary illness, injury, indisposition or adverse circumstances at the time of the exam to permit them to demonstrate attainment.

Special consideration will not give unfair advantage over candidates for whom special consideration is not being applied or alter the assessment demands of the qualification as detailed in the applicable Specification.

A candidate may be eligible for special consideration if:

- Performance in an assessment is affected by circumstances beyond the control of the candidate. This may include recent personal illness, accident, bereavement or exam room conditions;
- Alternative assessment arrangements which were agreed in advance of the assessment proved inappropriate or inadequate;
- The application of special consideration would not mislead the user of the certificate as to the candidate's attainment.

### **APPLYING FOR SPECIAL CONSIDERATION**

Students must submit a Special Consideration Application Form to us within 3-5 working days of the assessment date for which special consideration is being sought. Eligibility will only be considered if accompanied by supporting independent documentation.

In cases of serious disruption during the exam, our Exams Officer must submit a detailed report of the circumstances and candidates affected to WSET. This must be returned with the completed exam papers.

McCaine Wine Education will keep records of all applications for special consideration.

Please visit WSET Quality Assurance Team [qa@wsetglobal.com](mailto:qa@wsetglobal.com) for any other enquiries.