



## Special Consideration

Read the guidance notes at the end of the form before you fill it in.

<b>Centre number</b>	<input type="text"/>	<b>Centre name</b>	<input type="text"/>
<b>Candidate number</b>	<input type="text"/>	<b>Candidate name</b>	<input type="text"/>
<b>Exam series</b>	<input type="text"/>		

Syllabus code	Component code	Date of exam	Absent with good reason	Present but disadvantaged

Were the circumstances outside of the candidate's control?

Has the candidate been fully prepared and covered the whole course?

A minimum requirement of special consideration is that the candidate was affected at the time of the assessment. For this reason, please provide details in the box below of how the candidate was affected during the exam(s):

Mega Lecture

<b>Signed (Head of Centre)</b>	<input type="text"/>	<b>Date</b> (DD/MM/YY)	<input type="text"/>
<b>Name</b>	<input type="text"/>		

If you submit this form electronically please tick the check box as an alternative to signing the form.

### Returning this form

Return this form to [info@cambridgeinternational.org](mailto:info@cambridgeinternational.org) Please include your centre number and Form 7 Special Consideration in the email subject line. Save a copy of the form for your own records.

## Guidance notes

### Background

Special consideration is a post-exam adjustment made to a candidate's mark, by an awarding body, to make allowances for any adverse circumstances, for example illness, bereavement or temporary injury.

### Completing the form

- Complete a separate form for each syllabus.
- List all the components affected.
- You can submit one form in cases where a group of candidates has been disadvantaged by a particular event (for example, fire alarm). If you do, please submit a clearly titled list of the candidates' names and numbers along with this form.
- In cases where medical/psychological evidence is required, submit a clearly titled document with the application.

### Deadline

Please submit the special consideration application within seven days of the last exam in the syllabus affected.

Mega Lecture

This is an interactive PDF. To complete it on screen we recommend you use Adobe Reader 9 or later or Adobe Acrobat. You can download Adobe Reader for free at <http://www.adobe.com/products/reader.html>  
If you use an earlier version of Adobe Reader your data will not be saved.