

Individual Mitigating Circumstances (IMCs) Report Form



Please complete this form electronically (or if hand-written in BLOCK CAPITALS) and pass to your Department/School Office for consideration by the IMC Panel.

For guidance and a summary of IMCs see: [Reporting individual mitigating circumstances to the University](#)

For guidance on supporting evidence see: [Providing evidence for individual mitigating circumstances](#)

Full Name:	Hannah Rosen		
Department or School:	Mechanical Engineering		
Year of Study:	Year 5	Programme Code & Title:	UEME-AKM16 MEng(Hons) Mechanical Engineering with Year long work placement
Personal Tutor:	Jos Darling		
Candidate Number: (if known)	12330	Student Registration Number:	149015031

Units to be considered – **Please fill in a separate line for each assessment component for which you are claiming mitigating circumstances and provide the information requested in the relevant column. Add rows as necessary.**

Unit Code (e.g. XX59999)	Unit Title (e.g. Consulting)	Assessment detail (e.g. examination; group presentation; in-class test; lab practical; individual essay)	Assessment deadline or date (e.g. DD/MM/YY)	If coursework, was an extension granted? Indicate extended deadline (e.g. DD/MM/YY)	Did you attempt the assessment? (e.g. Yes or No)
ME40321	Engineering project	Report	16:00 on Wednesday 29th April 2020	TBC	Yes
ME40321	Engineering project	Presentation & Poster	(latest permissible presentation date) Tuesday 12th May 2020	TBC	Yes

If relevant, please describe any other arrangements in place for your assessments listed above (i.e.: a Disability Action Plan; reasonable adjustments; alternative assessment arrangements related to the circumstances you describe in this report.)

Disability Action Plan recommending flexible deadlines, extension request is also being submitted.

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Please describe the circumstances and their impact on the assessment or assessments you have listed (using additional pages if required):

The COVID-19 outbreak has necessitated the closure of all labs and working from home wherever possible in order to prevent the spread of the virus. This has caused great disruption and difficulties due to: a) the nature of my Final Year Project, b) my experiences with ADHD, c) other personal situations (family), d) time consuming logistical considerations, and e) the stress, anxiety, and overwhelm resulting from all of the above. I will provide more details of the above on an additional page.

I am also applying for an extension, which will certainly alleviate a lot of stress and allow time for things like working with a slower computer, moving house to facilitate working from home, and recovering from the COVID-19 virus when I inevitably catch it, but I feel that an extension will not alleviate all of the difficulties that I am facing in these extreme circumstances, so I am applying for IMCs in advance as well.


Please describe the evidence you are providing to demonstrate the impact of the circumstances on the assessment or assessments you have listed (using additional pages if required). If you do not yet have evidence to support your claim, please describe what evidence you will be able to provide and when you expect to be able to provide it.

The measures taken in response to the COVID-19 crisis are already known and established within the department. My ADHD diagnosis is documented in my DAP. I will describe the circumstances and their effect on me in detail below, and my support workers from Randstaad (arranged through the University/DSA) have also given me permission to give you their contact details. I have been speaking with them on a weekly basis and they should be able to confirm everything I've written.

In general, for evidence of mental health matters please contact Miriam Broadway, my Mentor, at mb2633@bath.ac.uk, and for evidence of academic matters please contact Monica Longhorn, my Study Skills Support Worker, at ml2468@bath.ac.uk or +44 7505 131463, although there is some overlap (Monica knows the gist of any mental health things as they relate to my work and Miriam knows the gist of any work things as they relate to my mental health). I have also discussed the necessary changes to my project and my academic concerns with my supervisor, and he suggested applying for IMCs. His name is Jérémy Bonvoison and his email is jb2971@bath.ac.uk.

The information you provide will be treated in accordance with the University's [Data Protection Statement For Student Registration](#).

The full detail of your IMC report and evidence will be considered by the IMC Panel. If your IMCs are accepted, your circumstances will be taken into account by the Board of Examiners for Programmes. If you would like only the broad detail of your circumstances to be made known to the Board of Examiners for Programmes, please speak to your Director of Studies about how best to summarise them.

Signature of Student:	
Date:	Friday 27th March

Office use only

Date received by the Department or School:		Authorised signature:	
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