

Special Consideration

RUSU
RMIT UNIVERSITY STUDENT UNION

Special consideration is for when you can't attend an assessment or submit a task on time. It's available for unforeseen problems which have affected students' assessment. It does not give additional marks but can give you some additional time to complete your assessment.

Applying for special consideration is quite straightforward through your MyRMIT, but there are some simple things you need to keep in mind.



It's all about evidence

You need to provide evidence of a problem outside of your control. This evidence needs to show a relevant effect on your study.

Wherever possible evidence needs to be from an independent professional source.

If you are applying because of a medical or psychological problem, you need to get an RMIT Impact Assessment Statement filled out.

Make sure that the form has been completed with the right dates and the section which details how you were affected is filled out.

Special consideration is about what's happening now

Special consideration isn't given because of past events. Its for problems which are affecting students now.

Proving that you or someone close to you had a serious problem in the past doesn't help RMIT understand why you can't complete work right now.

Decisions are made about whether evidence shows an effect on assessment. The original cause of difficulties is less important than whether you can do assessment at the moment.

When you are applying for consideration because of something which happened before the due date, particularly when it was over a month or so before, make sure that you focus on getting evidence which shows some distress or difficulty affecting your studies now.



Dates are important

It is essential that the dates cited on your evidence match the dates of your assessment- particularly the due date.

You only have five working days from the date of the assessment to apply for special consideration, so don't wait to see how you went on the task.

You can be given special consideration for mental health reasons

Stress, depression and anxiety are common reasons for special consideration. RMIT takes these seriously but does expect that you will get medical evidence of these issues.

Getting evidence is fairly easy as doctors in general practice can make a diagnosis. Unless the situation is very complicated you don't need to wait to see a psychologist to get evidence.

Don't apply late

Never leave an exam or test without reporting that you are having a problem. If you don't do this, you will not be eligible to repeat the assessment.

Don't wait for an outcome before continuing your work. You are expected to keep working on your assessment and hand it in as soon as you can, even if that means emailing it to your lecturer.

You can ask for additional time to provide evidence by emailing special consideration and explaining why you are having difficulty getting evidence.

RMIT only accepts late applications when you can show that you were not able to apply within five working days of the due date. Students all sign a declaration agreeing to make themselves aware of uni policy so saying that you did not know about special consideration is not an acceptable reason for being late.

You can make a late application in other, exceptional, circumstances. This can be for situations like when you were too ill or too overwhelmed to find or mentally process information about how to apply or were too unwell for medical or psychological reasons to be able to apply.

If your application is late, you must give evidence to show why you couldn't meet the deadline. This often means getting the professional who is providing your evidence to clearly state the reason you couldn't apply on time.