

STUDENT AFFAIRS COMMITTEE – TERMS OF REFERENCE

Responsibility of the Committee

To consider all claims for mitigation.

Composition

Chair: An Academic Programme Director or Programme Leader

Head of Quality or nominee

Secretary

Terms of Reference

To consider all claims for mitigation and to determine the outcome in all cases in accordance with QA 41 – Exceptional Mitigating Circumstances Affecting Student Assessment.

To report outcomes to the relevant Subject Boards.

Last approved by Academic Board: 14th December 2017