



## Student impact statement guidance

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Your student impact statement should be completed and submitted as part of your Mitigating Circumstances Notice to examiners (MCE) – it replaces the ‘candidate statement’ on the MCE online form and should be uploaded as ‘supporting documentation’. If you are submitting a student impact statement, simply write ‘See student impact statement’ in the Candidate Statement field in the MCE online form.

This document is meant to guide you through creating a concise and effective statement of the circumstances you’ve experience this year and the impact they have had on your ability to study and complete assessment this year.

The form is split into 2 sections: covid-related and other. Covid-related should cover any situations related to the pandemic. This could include personal illness but may also include situations relating to isolation or caring responsibilities. The ‘Other’ section can cover any other health or complex personal circumstances. If you find it easier to provide a single statement which combines Covid-19 impact and that related to other circumstances you can do so, this is just a guide.

There is no restriction on the number of MCEs you can submit this year but you are **encouraged to complete one main student impact statement** that covers all the circumstances you are aware of at the time of submission. If you need to submit a follow up MCE you can do so using this template or directly into the candidate statement field in the MCE online form. This includes if you need to submit an MCE in relation to the late submission of an exam response.

The **deadline for submitting an MCE this year is three days after your last exam or submission deadline** (whichever is later). For example if your last exam is on the 3 June, you have until the end of the 6 June to submit your MCE.

### Key tips:

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- Make sure you’ve read the [guidance on consideration of mitigating circumstances notices](#).
- The examiners need to understand how your circumstances impacted on your ability to study and complete your assessment – try and keep your statement focused on this.
- Include basic details of the circumstances e.g. illness, particular living circumstances etc. but you don’t need to go into a lot of detail. Focus on the impact they had at you e.g. pain made it hard to concentrate or sit to study for long periods.
- Remember to include dates where relevant of the time(s) you were affected.
- Try and be concise, you can use bullets to help organise your statement.
- Make sure you include your name, degree programme and student number.

- If possible, get someone you trust to read over your statement and give you feedback – this could be a friend, a member of your family, or someone from your college or department. Staff in college offices are experienced in helping students with the MCEs.
- You don't have to provide independent evidence, but if you do have any evidence that you think would help examiners understand your circumstances and the impact they had on your ability to study and complete assessment you can include it. Evidence could include – medical certificates or letters, statements from college officers or tutors, statements from a counsellor or other support person.
- Exam boards have been able to offer students the chance to submit a statement describing the impact of lack of access to in-person resources and activities (e.g. fieldwork, archives, libraries etc) on submitted work (e.g. dissertations, extended essays, research projects). If you have submitted a statement you do not need to repeat that information here.

## Section 1: Issues and impact encountered due to Covid-19

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This could include a wide range of issues related to Covid-19. You should provide details of when the issues affected you and your study, as well as whether the issues affected all of your study or only certain papers and explain the nature of the impact on your studies. These issues could include the impact of:

- illness or isolation directly due to Covid-19
- physical or mental health issues that were related to the pandemic
- changes to your living situation and the suitability of your environment for study
- additional caring responsibilities
- disruption to teaching and learning

The exam board will consider disruption they have been made aware of that has impacted on a group or cohort of students, but if something has happened that affected only you or a small group of students you can include that in your statement. Due to the personalised nature of much Oxford teaching trying to fully disruption is difficult.

If there has been a series of issues over the course of the year, you may wish to address them in chronological order and identify which aspect of your studies were affected at each point. You could include a brief summary at the end of overall impact.

Some examples are provided below:

- *[Issue]* I began feeling ill two weeks before my Paper X exam, with flu-like symptoms and I received a positive test result for Covid-19. The majority of my symptoms had improved by the day of the exam and I felt well enough to attend. *[Impact]* However my revision for Paper X was impacted, I was only able to revise for two days before my exam reviewing only two out of four topics.
- *[Issue]* I was living at home during Hilary and Trinity terms and had to take on extra caring responsibilities for my siblings (ages 2 and 6) whilst the schools were closed, as my parents were working full time. *[Impact]* This meant I was only able to concentrate on studying in an evening meaning I only had 2-3 hours a day, rather than the 6-7 I would normally study. I tried to focus on covering core topics but wasn't able to read more widely. I feel this may have impacted both on my submitted work (submissions x, y and z) and also limited the amount of time I had to revise for my exams (exam x, y and z).
- *[Issue]* I tested positive for Covid-19 in September 2020 and have continued to suffer from long Covid symptoms throughout Michaelmas, Hilary and Trinity terms. *[Impact]* My long Covid

symptoms have meant that I have only been able to work for 2-3 hours per day. This has stopped me from being able to revise in depth for all my papers. My ability to concentrate and memory have been affected and I felt I struggled to perform in my online exams due to brain fog and had to take regular breaks, shortening my writing time.

- *[Issue]* I suffer from depression and lockdown during January and February 2021 worsened my condition. This led to intense periods of insomnia meaning I was too tired to study during the day. *[Impact]* I estimate that I lost at the equivalent of four weeks of study time completely during that period leaving me behind with preparing my dissertation. This then impact on my time to study for my exams as I had to ask for an extension.
- *[Issue]* I have an SpLD and normally receive weekly mentoring sessions through DAS which help me to manage my workload. During Hilary term I could only have 3 mentoring sessions. *[Impact]* Without there support I struggled to structure my study time, in the end I ended up spending too much time on only two topics, only one of which came up in exam X.
- *[Issue]* My tutor for Paper X was unwell with Covid-19 from week 2 until week 4 of Hilary term. We tried to schedule catch-up sessions, but we only managed to have 4 tutorials all term instead of 8. *[Impact]* This meant that I hadn't covered all the topics for exam x leaving me with a more limited choice of questions.

## **Section 2: Issues and impact encountered due to other circumstances**

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Use this section to detail any other issues. These could include:

- Acute serious illness
- Chronic illness (including mental health conditions)
- Serious injury
- Exacerbation of a chronic condition or existing disability
- Difficulties with approved exam adjustments
- Bereavement
- Exceptional work commitments (if a part-time student)
- Significant adverse personal or family circumstances, which might include: domestic abuse, major issues with housing, sexual assault, additional caring responsibilities etc.

You should provide details of when the issues affected you and your study, as well as whether the issues affected all of your study or only certain papers and explain the nature of the impact on your studies.

If there has been a series of issues over the course of the year, you may wish to address them in chronological order and identify which aspect of your studies were affected at each point. You could include a brief summary at the end of overall impact.

Some examples are provided below:

- *[Issue]* I was particularly worried about my translation exam (paper xyz) as I had found this the most difficult subject. On the day of the exam I was so overwhelmed that I had a panic attack when I opened the online exam paper *[Impact]* It took me over 30 mins to calm down and refocus on the exam but I was only able to answer 3 out of 4 questions.
- *[Issue]* My sister died of cancer just before Christmas. While I wanted to carry on with my studies and complete my degree I struggled to deal with her loss and concentrate on preparing my dissertation as well as engaging with my tutorials. I suffered from insomnia and intrusive thoughts. I signed up for counselling sessions (see the letter from my counsellor) and by the

start of Trinity term I was closer to coping normally although I still think about her a lot *[Impact]* My research for my dissertation was substantially disrupted and I was only able to send one draft to my supervisor a week before the deadline. I know that the finished work does not reflect my ability.

- *[Issue]* I suffer from depression and anxiety and have been under the care of GP, Talking therapies and on medication. This was particularly exacerbated around the time of my first three exams (paper x, y and z) when I was particularly struggling with symptoms. *[Impact]* I was unable to attend revision the final two revision classes and I struggled to work for more than 1-2 hours a day revising. I feel this has really affected my performance in these papers particularly.
- *[Issue]* I suffer from Crohn's disease which is normally controlled by medication but can be subject to unpredictable flares. I had a serious increase in symptoms between weeks 1 and 4 of Trinity term which left me unable to study most of the time. I prioritised attending tutorials but wasn't able to do much more than that. *[Impact]* I believe this is likely to have affected all of my exams (papers x, y and z) as it completely disrupted the last part of teaching and my revision schedule.
- *[Issue]* I broke my leg falling down the stairs 3 days before my last exam (paper xyz). As this was an online paper I was still able to take it but had to do so propped up in bed and with regular pain killers *[Impact]* I believe that my performance in this exam is likely to be affected by the conditions in which it was sat.

You can download a word version of this student impact statement proforma from the [Problems completing assessment](#) page.

<b>Student impact statement Mitigating circumstances notice to examiners (MCE)</b>	
<b>Full name</b>	
<b>Degree programme</b>	
<b>Student number</b>	
<b>Section 1:</b> Describe the issues you encountered due to Covid-19 and the impact they had on your exam revision, sitting your exams or preparation for your coursework submission due to Covid-19.	
<b>Section 2:</b> Describe any issues you encountered due to other circumstances and the impact they had on your exam revision, sitting your exams or preparation for your coursework due to other circumstances.	