



Faculty of Public Health

of the Royal Colleges of Physicians of the United Kingdom

Working to improve the public's health

MEMBERSHIP EXAMINATIONS OF THE FACULTY OF PUBLIC HEALTH

EXTENUATING ADVERSE CIRCUMSTANCES INFORMATION

This form should be used to inform the Faculty of Public Health (FPH) of serious circumstances that occurred in the three weeks up to and including the date of the Part A or Part B Membership Examination and that have adversely affected your examination performance. This information will be made available to the Chair of Examiners.

Please note, marks/results will not be altered to reflect individual circumstances.

It is the candidate's responsibility to complete and return this form to arrive at the FPH no later than three days after the examination.

- Wherever possible, FPH should be notified of adverse circumstances in advance of the examination or at the time of them occurring. Long-term illness or conditions should be communicated to FPH according to the FPH Examinations Policy for Candidates with Disabilities.
- Give brief and precise information about how your performance has been affected.
- Attach appropriate documentary evidence, if any (e.g. doctor's note).
- Return this form to the Education and Training Office at FPH to arrive **no later than three days after the examination date**. Forms that arrive later will be accepted only at the discretion of the Chair.
- Receipt of forms will be acknowledged by email (please provide) within five working days. Extenuating circumstances will be considered by the Executive Examiners and a written response sent to candidates following the publication of results.

Title:	
First Name:	
Last Name:	
Date of Examination:	
Address	
Email:	

Please complete overleaf

Circumstances adversely affecting my examination performance were:

If necessary continue on a separate sheet

Type of documentary evidence attached:

Print Name:

Signature:

Date: