Aegrotat – Student User Guide

November 2025
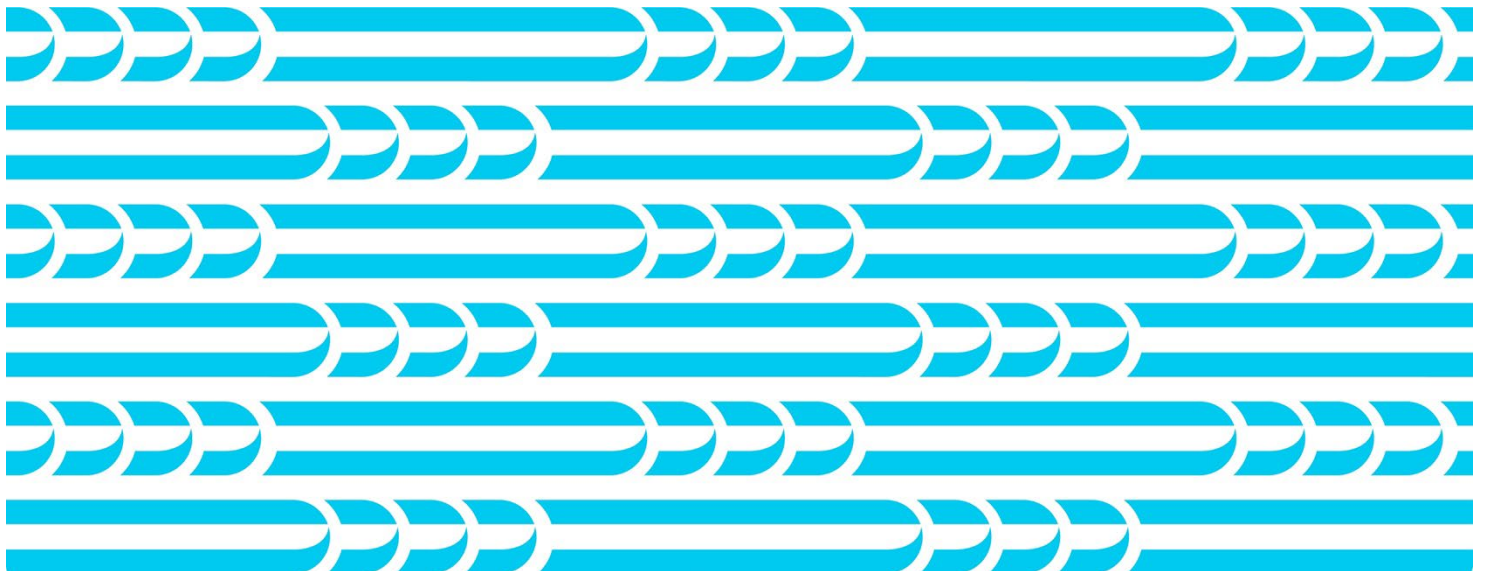
Applying for Aegrotat/Compassionate consideration for Exam(s)/Test(s)

Instruction	Screenshot
Opens Aegrotat form on intranet via Aegrotat intranet page URL: https://www.auckland.ac.nz/en/students/academic-information/exams-and-final-results/during-exams/aegrotat-compassionate-consideration/aegrotat-or-compassionate-consideration-exams.html Clicks 'Apply now' at the bottom of the page Aegrotat Page URL: aegrotat.auckland.ac.nz/apply	

This page provides:
- More detailed information on the qualifying criteria – Read this carefully before beginning the application
- Visibility of past & current applications (only available if you are signed in)
- Ability to start a new application

Clicks 'Start New Application' at the bottom of the page

Application for Aegrotat or Compassionate Consideration

Kīa ora Skene,

You can apply for aegrotat or compassionate consideration if you feel that unforeseen circumstances beyond your control have **significantly** affected your ability to sit or prepare for a test or exam. By submitting an application, you agree that all information you have provided as part of the application process is true and correct.

The aegrotat and compassionate consideration process is bound by University regulations that must be adhered to.

The University encourages all students to sit their tests or exams where possible.

Qualifying criteria for end of semester exams
- You must have been prevented from sitting the exam or consider that your preparation for and/or performance in the exam was seriously impaired. You will need to show as part of your application how your circumstances have seriously impacted your test or exam.
- Your circumstances must be **temporary** (2 weeks prior to exam date), **unforeseen, exceptional** and **beyond your control.**
- You must provide a statement to support your application, outlining how your exam was significantly affected by your circumstances. You will be asked to upload supporting documentation or evidence to support your circumstances where such evidence can be reasonably obtained.
- Your total coursework for the relevant course needs to be at a minimum of C- (pass grade) standard.
- You must submit your application with the evidence no later than **seven days** (inclusive) after the exam date. If you are applying for multiple exams, you must submit your application no later than seven days after the last affected exam date. For example, if your exam is on the 20th of the month, your application must be received by end of day on the 26th.

Qualifying criteria for tests
- You must have been prevented from sitting the test or consider that your preparation for and/or performance in the test was seriously impaired.
- Your circumstances must be **temporary** (2 weeks prior to test date), **unforeseen, exceptional** and **beyond your control.**
- You must provide a statement to support your application, outlining how your test was significantly affected by your circumstances. You will be asked to upload supporting documentation or evidence to support your circumstances where such evidence can be reasonably obtained.
- The test must count for a percentage of the marks awarded for the course.
- You must submit the application with the evidence no later than **seven days** (inclusive) after the test date. For example, if your test is on the 20th of the month, your application must be received by end of day on the 26th.

Important: An aegrotat or compassionate consideration grade is not an automatic mark increase. The University cannot award a result unless supported by reasonable academic evidence.

Evidence Requirements

AEGROTAT   COMPASSIONATE

If your circumstances are related to a medical issue, please apply for an aegrotat.

You will need to provide a statement with your application explaining your circumstances and how they significantly impacted your preparation, performance and/or ability to sit your test or exam.

You must provide evidence in support of your application where such evidence can be reasonably obtained. We understand it is more difficult in the current outbreak to obtain the evidence you would normally be able to provide and are flexible on what evidence will be accepted.

My Past Applications

My Past Applications

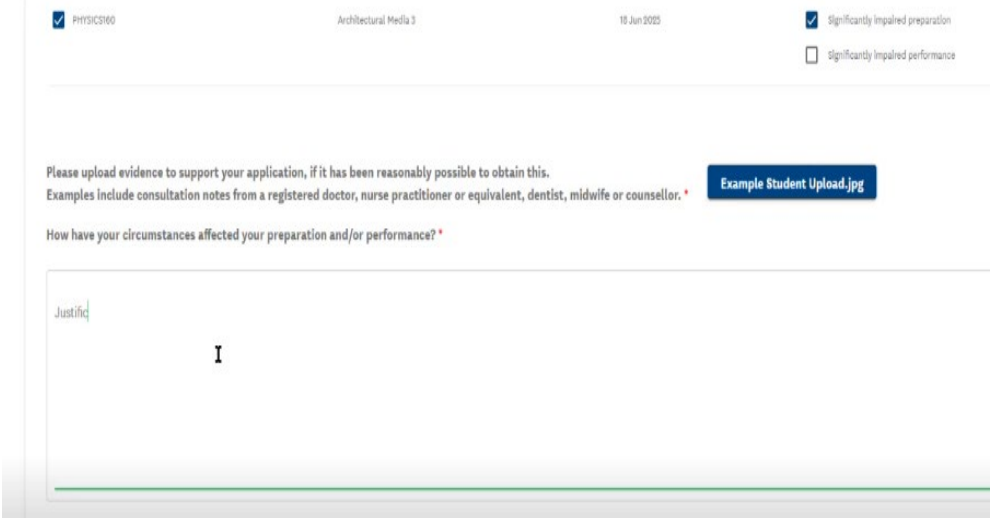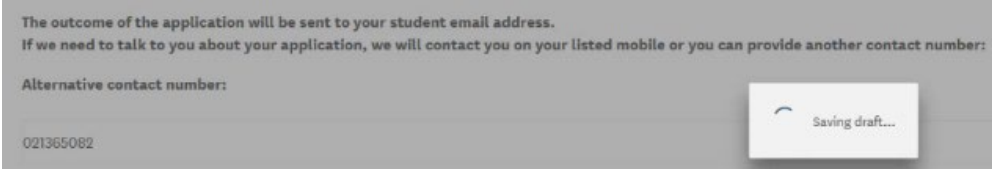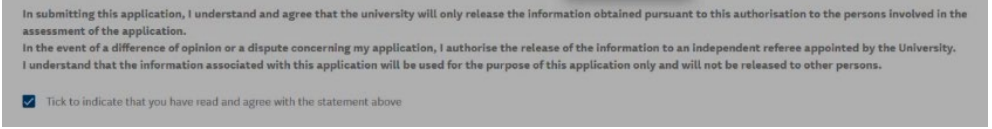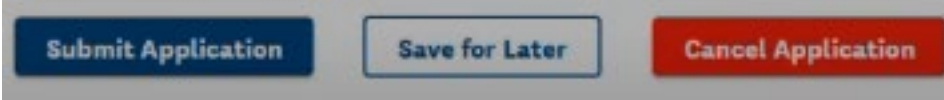| Application ID	Assessment	Course	Exam/Test Date	Reason	Submitted On	Status	Actions
1034560040823114736	Test	The Adolescent Learner	06 Aug 2025	Aegrotat	04 Aug 2025	submitted	view
1034560040823113157	Test	The Adolescent Learner	04 Aug 2025	Aegrotat	04 Aug 2025	submitted	view
1034560040823113113	Test	Teaching Subject Specialism	05 Aug 2025	Aegrotat	04 Aug 2025	submitted	view
1034560030815105951	—	—	—	—	03 Aug 2025	In Draft	Edit
1034560030815131640	Exam	Design 3	12 Jun 2025	Aegrotat	03 Aug 2025	submitted	view
1034560030815140239	Exam	Design Technology 1	15 Jun 2025	Aegrotat	03 Aug 2025	Under Review	view

Start New Application

Your Details

Preferred name: Skene Bennellick
UoA ID number: 1034560
UoA e-mail: skene.bennellick@auckland.ac.nz
UPI: sben084
Update your details

Need Help?

Answer qualifying questions using dials (all fields are required to be completed) • Temporary? • Application is no later than 7 days after the test/exam? • Assessment type • Coursework is above minimum pass std? • Aegrotat or Compassionate • Aegrotat reason	Hello Skene, Is your reason for applying temporary? Temporary is considered within two weeks prior to the affected test or exam. * ◉ Yes ○ No Is this application no later than seven days (inclusive) from the affected test or exam? * ◉ Yes ○ No Select the assessment type * ◉ Exam ○ Test Is your coursework currently at the minimum pass standard (C- or above)? * ○ Yes ○ No Have one or more of your exams been significantly affected by... * ◉ Your health ('Aegrotat') ○ Other personal misfortune ('Compassionate') Aegrotat reason * ◉ COVID (Student personally sick) ○ General illness or injury
Selects Term (drop down menu)	Select the affected term * Select an option ▼
Ticks: • Course(s) impacted • And how you were affected (only one choice can be ticked)	Note: For End of Semester Exams you can include multiple courses (exams) in one application. For In-Semester Tests you must complete a separate application for each test. | Course	Description	Exam Date	How were you affected?
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☑ CHEM101	Design 3	12 Jun 9025	☐ Unable to attend the exam ☐ Significantly impaired preparation ☐ Significantly impaired performance
☑ BIOSCI107	Design Technology 1	15 Jun 9025	☐ Unable to attend the exam ☐ Significantly impaired preparation ☐ Significantly impaired performance
☑ PHYSICS160	Architectural Media 3	18 Jun 9025	☐ Unable to attend the exam ☐ Significantly impaired preparation ☐ Significantly impaired performance	
Upload supporting documentation (this is not mandatory but recommended)	Please upload evidence to support your application, if it has been reasonably possible to obtain this. Examples include consultation notes from a registered doctor, nurse practitioner or equivalent, dentist, midwife or counsellor. * Example Student Upload.jpg

Provide a personal statement (free text, required)	
Provide alternative contact phone number (optional)	
Tick to confirm you have read & agreed to the terms & conditions of submitting the application	
Select either: • Submit Application (Application is then sent to the relevant person for review) • Save for later (saves a draft) • Cancel Application (deletes application)	

Once submitted, a confirmation email will be sent to you, and the application is routed to appropriate staff members.

Viewing Applications once submitted

Open Dashboard: https://aegrotat.auckland.ac.nz/home

This is a view-only dashboard, you will not be able to edit application after it has been submitted. You will be able to edit application only if an application has been returned to you by the Assessment team requesting additional information.

Instruction
You will be able to see following application Status/s on this dashboard:

- In Draft - Initial draft state when you have started an application and 'saved for later' (not submitted yet)
- Submitted – Application has been submitted and is in the queue to be reviewed by a moderator
- Returned – Application has been returned to you to provide additional evidence
- In Review – Application is under review
- Completed – Application complete and outcome received

My Past Applications

Application ID	Assessment	Course	Exam/Test Date	Reason	Submitted On	Status	Actions
1034560040825115157	Test	The Adolescent Learner	04 Aug 2025	Aegrotat	04 Aug 2025	Submitted	view
1034560040825114736	Test	The Adolescent Learner	06 Aug 2025	Aegrotat	04 Aug 2025	⚠ Returned	Resubmit
1034560040825115115	Test	Teaching Subject Specialism	05 Aug 2025	Aegrotat	04 Aug 2025	Submitted	view
1034560040825141312	Exam	—		Aegrotat	04 Aug 2025	Submitted	view
1034560030825125951	—	—		—	03 Aug 2025	In Draft	Edit
1034560030825131642	Exam	Design 3	12 Jun 2025	Aegrotat	03 Aug 2025	Submitted	view
1034560030825140239	Exam	Design Technology 1	15 Jun 2025	Aegrotat	03 Aug 2025	Under Review	view

If an application has been returned, Action 'Resubmit' allows you to update the application as requested and resubmit the same application.