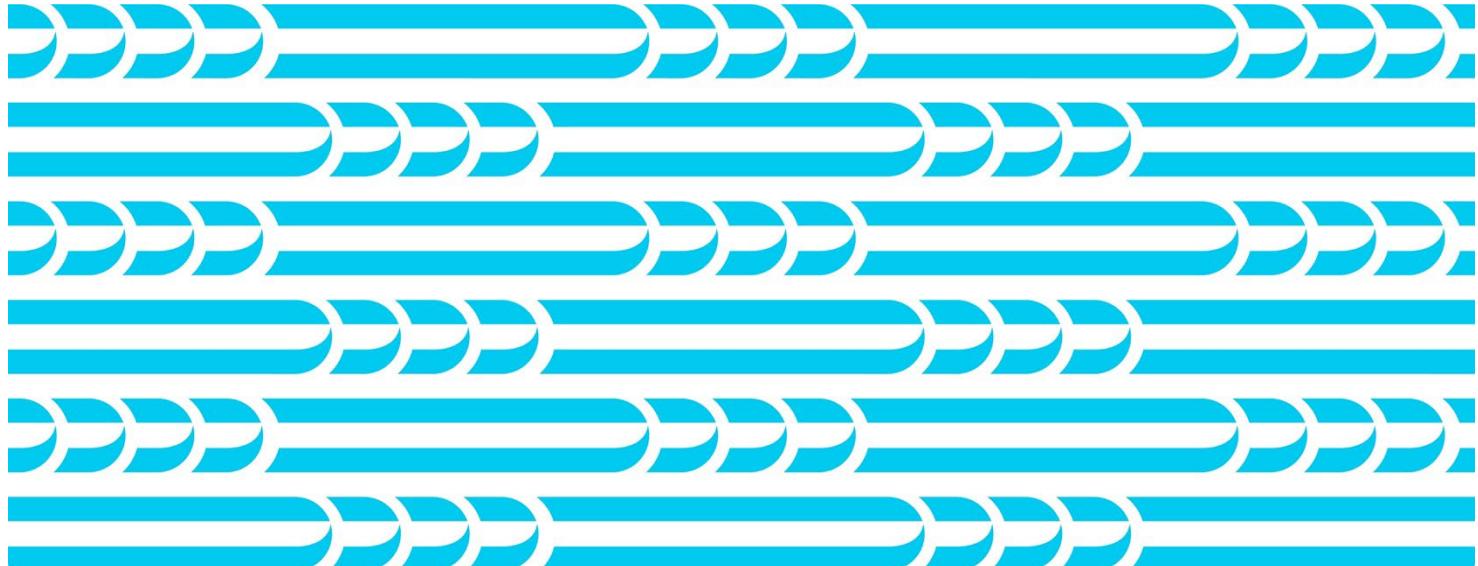




Waipapa  
Taumata Rau  
**University**  
of Auckland

# **Aegrotat – Student User Guide**

**November 2025**



## Applying for Aegrotat/Compassionate consideration for Exam(s)/Test(s)

Instruction	Screenshot
<p>Opens Aegrotat form on intranet via Aegrotat intranet page URL:  <a href="https://www.auckland.ac.nz/en/students/academic-information/exams-and-final-results/during-exams/aegrotat-compassionate-consideration/aegrotat-or-compassionate-consideration-exams.html">https://www.auckland.ac.nz/en/students/academic-information/exams-and-final-results/during-exams/aegrotat-compassionate-consideration/aegrotat-or-compassionate-consideration-exams.html</a></p>	 <p>... / <a href="#">Aegrotat and compassionate consideration</a> / <a href="#">Aegrotat or compassionate consideration</a></p> <h2>Aegrotat or compassionate consideration</h2> <p>Apply for an aegrotat or compassionate consideration if your personal circumstances are temporary and have significantly affected your test or exam performance or preparation.</p> <p>To be eligible for an aegrotat or compassionate consideration:</p> <ul style="list-style-type: none"> <li>Your personal circumstances must be of a temporary nature and have significantly impacted your ability to sit, or seriously impaired your preparation and/or performance in your exam. Temporary is considered within two weeks prior to the affected test or exam.</li> <li>To receive an exam aegrotat or compassionate consideration, your coursework must be at the minimum pass standard (C- or above).</li> <li>An application must be completed no later than seven days (inclusive) after the affected test or exam. If more than one exam is affected an application should be completed no later than seven days (inclusive) after your last affected exam. For example, if your last affected exam was on the 20th of the month, you must submit your application no later than end of day on the 26th.</li> <li>You need to provide a statement to support your application, outlining how your test or 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.</li> </ul> <p>Please note you cannot edit your application once it has been submitted. You don't need to apply prior to the exam. Please read through the <a href="#">FAQ page before you apply</a>.</p> <p>For more information about the <a href="#">application process</a>.</p>
<p>Clicks 'Apply now' at the bottom of the page</p> <p>Aegrotat Page URL: <a href="https://aegrotat.auckland.ac.nz/apply">aegrotat.auckland.ac.nz/apply</a></p>	<p><b>How to apply</b></p> <p>Aegrotat and compassionate consideration applications for final exams and tests can be made online at <a href="https://aegrotat.auckland.ac.nz/apply">aegrotat.auckland.ac.nz/apply</a>.</p> <p>If you need some guidance on making an online application for an aegrotat or compassionate consideration, please refer to the <a href="#">Student User Guide</a>.</p> <p><b>Apply now &gt;</b></p>

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

Home Page Protected Page

**Application for Aegrotat or Compassionate Consideration**

Kia 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 30th 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**

**AEGROAT** **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**

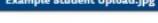
Application ID	Assessment	Course	Exam/Test Date	Reason	Submitted On	Status	Actions
1034560040002314736	Test	The Adolescent Learner	06 Aug 2025	Aegrotat	04 Aug 2025	Submitted	<a href="#">View</a>
1034560040002315157	Test	The Adolescent Learner	04 Aug 2025	Aegrotat	04 Aug 2025	Submitted	<a href="#">View</a>
1034560040002315193	Test	Teaching Subject Specialist	05 Aug 2025	Aegrotat	04 Aug 2025	Submitted	<a href="#">View</a>
1034560030002515381	—	—	—	—	03 Aug 2025	In Draft	<a href="#">Edit</a>
10345600300023151940	Exam	Design 3	12 Jun 2025	Aegrotat	03 Aug 2025	Submitted	<a href="#">View</a>
10345600300023140239	Exam	Design Technology 1	15 Aug 2025	Aegrotat	03 Aug 2025	Under Review	<a href="#">View</a>

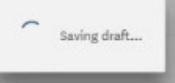
**Start New Application**

**Your Details**

Preferred name: Skene Bennellick  
UoA ID number: 1034560  
UoA e-mail: skene.bennellick@auckland.ac.nz  
UPN: sben084  
[Update your details](#)

**Need Help?**

<p>Answer qualifying questions using dials (all fields are required to be completed)</p> <ul style="list-style-type: none"> <li>• Temporary?</li> <li>• Application is no later than 7 days after the test/exam?</li> <li>• Assessment type</li> <li>• Coursework is above minimum pass std?</li> <li>• Aegrotat or Compassionate</li> <li>• Aegrotat reason</li> </ul>	 <p>Hello Skene,</p> <p>Is your reason for applying temporary? Temporary is considered within two weeks prior to the affected test or exam. *</p> <p><input checked="" type="radio"/> Yes <input type="radio"/> No</p> <p>Is this application no later than seven days (inclusive) from the affected test or exam? *</p> <p><input checked="" type="radio"/> Yes <input type="radio"/> No</p> <p>Select the assessment type *</p> <p><input checked="" type="radio"/> Exam <input type="radio"/> Test</p> <p>Is your coursework currently at the minimum pass standard (C- or above)? *</p> <p><input type="radio"/> Yes <input checked="" type="radio"/> No</p> <p>Have one or more of your exams been significantly affected by... *</p> <p><input checked="" type="radio"/> Your health ('Aegrotat') <input type="radio"/> Other personal misfortune ('Compassionate')</p> <p>Aegrotat reason *</p> <p><input checked="" type="radio"/> COVID (Student personally sick) <input type="radio"/> General illness or injury</p>																
<p>Selects Term (drop down menu)</p>	<p>Select the affected term *</p> <p>Select an option </p>																
<p>Ticks:</p> <ul style="list-style-type: none"> <li>• Course(s) impacted</li> <li>• And how you were affected</li> </ul> <p>(only one choice can be ticked)</p>	<p>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.</p> <table border="1"> <thead> <tr> <th>Course</th> <th>Description</th> <th>Exam Date</th> <th>How were you affected?</th> </tr> </thead> <tbody> <tr> <td>CHEM101</td> <td>Design 3</td> <td>12 Jun 2025</td> <td><input type="checkbox"/> Unable to attend the exam <input type="checkbox"/> Significantly impaired preparation <input type="checkbox"/> Significantly impaired performance</td> </tr> <tr> <td>BIOSCH107</td> <td>Design Technology 1</td> <td>13 Jun 2025</td> <td><input type="checkbox"/> Unable to attend the exam <input type="checkbox"/> Significantly impaired preparation <input type="checkbox"/> Significantly impaired performance</td> </tr> <tr> <td>PHYSICS100</td> <td>Architectural Media 3</td> <td>15 Jun 2025</td> <td><input type="checkbox"/> Unable to attend the exam <input type="checkbox"/> Significantly impaired preparation <input type="checkbox"/> Significantly impaired performance</td> </tr> </tbody> </table>	Course	Description	Exam Date	How were you affected?	CHEM101	Design 3	12 Jun 2025	<input type="checkbox"/> Unable to attend the exam <input type="checkbox"/> Significantly impaired preparation <input type="checkbox"/> Significantly impaired performance	BIOSCH107	Design Technology 1	13 Jun 2025	<input type="checkbox"/> Unable to attend the exam <input type="checkbox"/> Significantly impaired preparation <input type="checkbox"/> Significantly impaired performance	PHYSICS100	Architectural Media 3	15 Jun 2025	<input type="checkbox"/> Unable to attend the exam <input type="checkbox"/> Significantly impaired preparation <input type="checkbox"/> Significantly impaired performance
Course	Description	Exam Date	How were you affected?														
CHEM101	Design 3	12 Jun 2025	<input type="checkbox"/> Unable to attend the exam <input type="checkbox"/> Significantly impaired preparation <input type="checkbox"/> Significantly impaired performance														
BIOSCH107	Design Technology 1	13 Jun 2025	<input type="checkbox"/> Unable to attend the exam <input type="checkbox"/> Significantly impaired preparation <input type="checkbox"/> Significantly impaired performance														
PHYSICS100	Architectural Media 3	15 Jun 2025	<input type="checkbox"/> Unable to attend the exam <input type="checkbox"/> Significantly impaired preparation <input type="checkbox"/> Significantly impaired performance														
<p>Upload supporting documentation (this is not mandatory but recommended)</p>	<p>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. *</p> <p></p>																

<p>Provide a personal statement (free text, required)</p>	<p>PHYSIC3100 Architectural Media 3 10 Jun 2025</p> <p><input checked="" type="checkbox"/> Significantly impaired preparation <input type="checkbox"/> Significantly impaired performance</p> <p>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. <a href="#">Example Student Upload.jpg</a></p> <p>How have your circumstances affected your preparation and/or performance? *</p> <p>Justific I</p>
<p>Provide alternative contact phone number (optional)</p>	<p>The outcome of the application will be sent to your student email address. If we need to talk to you about your application, we will contact you on your listed mobile or you can provide another contact number:</p> <p>Alternative contact number: 021365082</p> <p></p>
<p>Tick to confirm you have read &amp; agreed to the terms &amp; conditions of submitting the application</p>	<p>In submitting this application, I understand and agree that the university will only release the information obtained pursuant to this authorisation to the persons involved in the assessment of the application. In the event of a difference of opinion or a dispute concerning my application, I authorise the release of the information to an independent referee appointed by the University. I understand that the information associated with this application will be used for the purpose of this application only and will not be released to other persons.</p> <p><input checked="" type="checkbox"/> Tick to indicate that you have read and agree with the statement above</p>
<p>Select either:</p> <ul style="list-style-type: none"> <li>• Submit Application (Application is then sent to the relevant person for review)</li> <li>• Save for later (saves a draft)</li> <li>• Cancel Application (deletes application)</li> </ul>	<p><a href="#">Submit Application</a> <a href="#">Save for Later</a> <a href="#">Cancel Application</a></p>

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
1034560040895115157	Test	The Adolescent Learner	04 Aug 2025	Aegrotat	04 Aug 2025	Submitted	<button style="border: 1px solid #0096cf; border-radius: 5px; padding: 2px 5px;">View</button>
103456004082514736	Test	The Adolescent Learner	06 Aug 2025	Aegrotat	04 Aug 2025	<span style="color: orange;">⚠️ Returned</span>	<button style="border: 1px solid #0096cf; border-radius: 5px; padding: 2px 5px;">Resubmit</button>
10345600408025115115	Test	Teaching Subject Specialism	05 Aug 2025	Aegrotat	04 Aug 2025	Submitted	<button style="border: 1px solid #0096cf; border-radius: 5px; padding: 2px 5px;">View</button>
1034560040895141312	Exam	—		Aegrotat	04 Aug 2025	Submitted	<button style="border: 1px solid #0096cf; border-radius: 5px; padding: 2px 5px;">View</button>
1034560030825125951	—	—		—	03 Aug 2025	In Draft	<button style="border: 1px solid #0096cf; border-radius: 5px; padding: 2px 5px;">Edit</button>
10345600308025131642	Exam	Design 3	12 Jun 2025	Aegrotat	03 Aug 2025	Submitted	<button style="border: 1px solid #0096cf; border-radius: 5px; padding: 2px 5px;">View</button>
1034560030895140239	Exam	Design Technology 1	15 Jun 2025	Aegrotat	03 Aug 2025	Under Review	<button style="border: 1px solid #0096cf; border-radius: 5px; padding: 2px 5px;">View</button>

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