*Section B: Table approach*

Please note the table should be completed in reference to the guidance provided for Boards of Examiners in *Annex E: Consideration of Mitigating Circumstances by Examiners* of the [Exams and assessment framework](https://academic.admin.ox.ac.uk/examiner-appointments-and-payments).

|  |  |  |
| --- | --- | --- |
| Candidate Number | **Evaluation of seriousness of notice to examiners** *(completed at Mitigating Circumstances Panel meeting)* | **Summary of Action taken** *(to be completed at results confirmation meeting)* |
| Papers likely to have been affected (All papers or subset of papers) | If a subset of papers (please state which) | How serious is the impact likely to have been ( 1 minor, 2 moderate, 3 very serious) | Commentary on decision | No adjustment made, or action taken (Y/N) | Commentary on reason(s) | Adjustment made, or action taken (Y/N) | Action taken and either outcome or recommendation to future examiners1. Classification/overall outcome or progression requirements reviewed
2. Notice passed to the final results/classification meeting (this **must** be done for early parts of multi-part exams, and exams which release final marks throughout the course)
3. Paper(s) disregarded and results finalised on the basis of the remaining work
4. Question(s) disregarded and results finalised on the basis of the remaining work
5. Other (please specify)
 |
|  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |
|  | **Section completed by:** |  | **Date:** |  | **Section completed by:** |  | **Date:** |  |