

SQA Examination Exceptional Circumstances Consideration

April 1, 2025

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Overview

The SQA Examination Exceptional Circumstances Consideration Service (EECCS) will support candidates who have been unable to attend an examination or whose examination performance may have been affected by a personal circumstance or who have experienced an unplanned incident on the day.

This is a pre-certification service that covers situations where an exceptional circumstance has impacted a candidate's performance **on the day of an exam**.

There is no charge for this service and it is available for all exams that appear in the exam timetable.

The EECCS covers situations where an exceptional circumstance may have impacted a candidate's performance on the day of an exam or ability to attend an exam. Disruption to learning that has occurred before the exam is not considered a valid exceptional circumstance.

An exceptional circumstance is a circumstance that is unplanned and fundamentally affects a candidate's ability to attend or perform on the day of an exam. This may be due to illness, bereavement, or another incident that is beyond their control.

For 2025, SQA has amended the eligibility for the service to include learners who are sitting more than 6 hours of exams on a single day. Centres may submit an EECC request for the final exam.

The exceptional circumstances process can only be applied to candidates prior to results being issued by the SQA. **A request for exceptional circumstances has to be submitted to the SQA within 10 working days of the examination.**

Eligibility

Candidates are eligible for this service if they have:

- experienced a valid exceptional circumstance
- completed all other parts of the course
- had an estimated grade submitted by their centre
- Alternative evidence for the impacted exam component(s) is available

Candidates that sit the exam are still eligible.

The SQA can only progress requests where alternative evidence of attainment is available. Following a request, Curriculum Support will liaise with the appropriate Head of Department to provide alternative evidence of attainment.

Timescales

Only GWC can submit requests on behalf of a pupil or parent. The SQA will not accept requests from candidates or parents/carers.

Requests can be made from **25 April 2025**.

The closing date for submitting a request is 10 working days after the exam for which the request is being made.

Process

For a candidate to be considered for the Examination Exceptional Circumstances Consideration Service the school must be notified of any exceptional circumstances that apply to pupils.

Pupils and/ or parents should contact their Head of Guidance in the first instance. Curriculum Support will be notified by the Head of Guidance and a consent form will be issued. Candidates must consent to a request being submitted on their behalf to the SQA.

An application for the Examination Exceptional Circumstances Consideration Service must be applied for in each individual examination subject in the examination diet where the circumstances apply.

Any request for exceptional circumstances must be submitted to Curriculum Support within 10 working days from the date of the examination.

Where appropriate a request for exceptional circumstances will need to be evidenced with a medical certificate or any other appropriate supporting documentation. The precise details of any medical condition are kept securely within the school and not shared with the SQA . If the school's exceptional circumstances procedures are audited by the SQA the medical information supporting exceptional circumstances will be confidentially shared with the SQA.

In some circumstances a pupil may choose not to share that they are applying for examination exceptional circumstances with their parents / guardian. In these instances a pupil may complete a request form without their parents being informed.

The school will notify the SQA of any examination exceptional circumstances and provide the SQA with alternative evidence to support the request. This is likely to take the form of coursework, class assessments and Prelim tests.

There is no guarantee that the estimate grade applied by the school will be awarded by the SQA. The examiners are not informed of the reason for the request and results are based purely on

academic performance, either in the exam or with the accompanying supporting academic evidence from the school.

The SQA guidelines recommend that where possible a candidate sits the examination. Sitting the examination does not exclude the candidate from having an exceptional circumstances request submitted on their behalf. Their exam papers would form part of the overall evidence that examiners would review.

Post Results

The component marks may not be provided by the SQA for candidates who have applied for Exceptional Circumstances.

Candidates who use the Exceptional Circumstances Consideration Service are not eligible to use the Post Results SQA services of Marking Review and Clerical check, as this has already taken place as part of the service.

Further Information

Further details on the SQA Exceptional Circumstances Procedures can be found here:

<https://www.sqa.org.uk/sqa/109851.html>