

## SPECIAL CONSIDERATION

### 特殊考虑

#### What is special consideration?

什么是特殊考虑？

If you (or someone you are the primary carer for) experience short-term (20 days or less) illness, injury or misadventure, that is beyond your control, that affects your preparation or performance in an assessment, you may be eligible for Special Consideration. If your illness was pre-existing, you will need to show an *exacerbation* of the illness. An illness can be physical or mental. Misadventure can include, but is not limited to, unexpected financial problems, family illness, recovering from bereavement, sexual harassment, a car accident or problems with a landlord. It does not include attending a wedding, an overseas trip, or other social events.

如果学生（或者是学生主要负责看护的对象）在一段时间内（不超过 20 天）患上疾病、受伤或者遭遇不幸并且情况超出学生个人能力所控范畴，影响到学生考试前的准备和考试时的状态，学校对此可能给予特殊考虑。如果学生有既往病史，则需证明病情出现恶化。这里所说的疾病包括身体和心理疾病。不幸遭遇包括但不限于意外的财务问题、家人生病或过世、性侵犯、车祸或和房东产生纠纷，不包括参加婚礼、海外旅行或其他社交活动。

If the University approves an application for Special Consideration, they will give some flexibility in meeting assessment requirements, such as an extension or a further examination. They cannot give you extra marks. For some assessments (e.g., weekly class tests, tutorial participation, lab work), re-weighting or averaging might be granted. Even if there are no assessment tasks in tutorials, you should apply for Special Consideration, or at least submit documentation (see below), to ensure you are not penalised for missing class, and you do not receive an Absent Fail grade.

如果学校批准学生的特殊考虑的申请，就会在学生的考试评估要求方面给予一定的灵活性，例如延期考试或补考，但不会给予加分。对于某些评估（如每周随堂测试、辅导课参与情况、实验室活动等），学校可能会采取重新加权或取平均值的方式处理。即使辅导课不涉及考评项目，学生也应该申请特殊考虑，或者至少提交相关文件（见下文），以确保不会因缺课而受到处罚，也不会因缺勤导致课程不及格。

If you are still unwell, or experience another illness, injury, or misadventure, for a supplementary exam, you should apply again for Special Consideration and provide new documentation. Where the faculty is unable to provide an additional supplementary assessment, you will be given a Discontinue Not Fail (DC) grade.

如果补考时仍感身体不适，或者出现其他疾病、受伤或意外事故，学生应再次提出特殊考虑申请并提供新文件。如果院系无法提供额外的补充评估，学生成绩将标注“学习中断，无不及格（DC）”。

#### Special Arrangements

### 特殊安排

If your study is affected by important things that are not illness, injury or misadventure, you can apply for 'Special Arrangements'. This includes, but is not limited to, jury duty, court

summons, armed service, birth or adoption of a child, an essential religious commitment, sporting or cultural commitments where you are representing the University, state or nation, and in some cases essential employment. Again, this does not include attending a wedding, an overseas trip, or other social events. You will need to provide supporting documentation to apply for Special Arrangements.

如学业受到上述疾病、受伤或不幸事件之外的重要事件影响，学生可申请“特殊安排”。这些重要事件包括但不限于履行陪审员义务、法院传召、服役、孩子出生或收养儿童、履行必要的宗教职责、代表大学、州或国家参与体育或文化活动，以及在某些情况下从事必要工作。这类事件同样不包括参加婚礼、海外旅行或参与其他社交活动。学生在申请特殊安排时需要提供证明文件。

For final exams, supporting documentation and necessary forms must be lodged no later than 14 days after the exam timetable is published.

如申请期末考试特殊安排，学生必须在考试时间表公布后 14 天内提交证明文件和必要的表格。

### Disability

#### 残障

If you have a long term (more than 20 days) medical condition (physical or mental), you can apply for disability support. The University's Disability Services can help you to create an academic plan to successfully complete your degree with any reasonable accommodations. Medical conditions that may be considered as a 'disability' include, but are not limited to, conditions listed in the Disability Discrimination Act (1992), as well as "temporary disabilities", including broken limbs and pregnancy. If your disability becomes exacerbated around the time an assessment is due, even if you have a Disability Plan and have already been provided with a reasonable adjustment, you can still apply for Special Consideration.

如患有长期（20 天以上）身体或心理疾病，学生可申请残障支持。悉尼大学残障服务可以帮助学生制定学习计划以便顺利完成学业，并享受合理的住房条件。认定为“残障”类的疾病包括但不限于《1992 年残疾歧视法》（Disability Discrimination Act 1992）所规定的疾病，以及包括骨折和怀孕等在内的“短期残障”。如果学生在考核期限内病情出现恶化，即使已经获得残疾计划并且获准做出适当调整安排，该学生仍可提出特殊考虑申请。

### Discontinuing

#### 中断学习

You may wish to consider discontinuing from that subject. Check the SRC leaflet on withdrawing and discontinuing for details.

学生可能希望中断某门课程的学习。具体信息请查阅 SRC 传单的上退学和休学部分。

### Simple Extensions

#### 简单延期

A Unit of Study Co-ordinator is able to grant a two-working day extension for a non-examination task. Note that this does not change any conditions or deadlines of Special Consideration. Contact the Co-ordinator directly.

课程学习协调员可以批准非考试类作业延期两个工作日提交。请注意，该延期不会改变特殊考虑中的任何条件或截止日期。请直接联系协调员。

## Applying for Special Consideration

### 申请特殊考虑

You must apply within **three working days** of the assessment due date. If you apply late, you will need to have a documented, compelling reason as to why they should consider your application. Late applications are not often accepted.

学生必须在距离评估截止日期的三个工作日内提出申请。逾期申请需要有令人信服的理由和书面证据并在申请中说明相关人员为什么要考虑该申请。逾期申请通常不被接受。

Provide the appropriate supporting documentation, as outlined in the University's Special Consideration Portal. Medical documentation (e.g., Professional Practitioner's Certificates or PPCs) must be from the day of or before the day of the assessment. If you cannot see your doctor on or before that day, use a home doctor service. Ensure that the dates of your documentation include the dates of your assessment. Your medical documentation does not need to provide confidential information or a diagnosis but could include a description of the things that you are unable to do, such as attend classes, leave bed, or sit up for longer than 10 minutes. If your medical documentation indicates that you were only moderately (or less) affected by your condition, it is unlikely that you will be given special consideration. Your documentation needs to state that you were 'severely impacted' or 'totally unable to study'.

请根据悉尼大学特殊考虑网页所列要求提供适当的证明文件。医学文件（例如专业医疗从业者证明）的日期必须是考试日当天或之前。如果无法在当天或考试日之前看医生，学生应使用家庭医生服务。请确保文件所注明的日期涵盖考试日期。医学文件不需要提供私密信息或诊断结果，但应写明学生不能从事的活动，例如上课、下床或保持坐姿超过 10 分钟。如果医学文件表明学生只是受到了病情的轻微影响，那么学校则不太可能给予特殊考虑。学生的文件需要说明该生受到了“严重影响”或“完全无法学习”。

Appropriate misadventure documentation varies according to the situation. You want to prove that what you say did happen and that it did affect you and your studies. This might be a death certificate, letter from a hospital social worker, or police event number with contact details for the reporting officer.

因情况不同，不幸事件的证明文件也各不相同。学生应证明所描述的事件确已发生并且对学习造成了切实影响。证明文件可能是死亡证明、医院社工的证明信或警方的接警编号以及出警警员的联系方式。

Where possible, get a PPC from a doctor or counsellor to show how you were affected by the misadventure. While it is possible to use a statutory declaration (written by you or someone close to you), it is generally not seen as effective as the other forms of documentation.

学生应尽可能地向医生或顾问医生索要医生证明，说明不幸事件对其造成的影响。虽然学生可以使用法定声明（由学生本人或其关系密切的人所撰写），但该声明的效力通常低于其他形式的文件。

## Delayed documents / documents not in English

### 文件获取延迟/非英文文件

If your supporting documents are not in English, you should submit what you have, while you get it translated by a certified translator. Alternatively, write a translation yourself and

provide a statutory declaration, promising that you have provided an accurate translation. The same applies if there is a delay in getting a supporting document. Explain this delay to the University before the deadline and get the documents to them as soon as you can. The University is not obliged to wait for you to get the supporting documents organised.

如果证明文件的语言不是英语，学生应该提交原文件，同时附上具有资质的译员提供的翻译件。学生也可自行翻译文件并提供法定声明，承诺翻译件信息准确。此情况同样适用于延迟获得证明文件的情况。学生应在截止日期前向学校解释延迟原因，并尽快提交文件。学校没有义务等待学生取得所有证明文件。

### Rejected applications

#### 申请遭拒

You can appeal a rejected special consideration application within 15 working days. In your appeal, address each of the problems that the University mentions. It may be helpful to get additional documentation.

学生可以在 15 个工作日内针对未获批的特殊考虑申请提出上诉。请在申诉中回答学校提出的所有问题。获取其他证明文件可能会有所帮助。

### False documentation

#### 文件造假

If you are caught using false documentation (e.g., a medical certificate that you bought) or alter a legitimate document, you will not be granted Special Consideration, and will most likely be found to have committed Academic Misconduct, potentially leading to a fail grade for the subject and suspension from the University. Some students have also found that the people they bought the fake documents from have tried to blackmail them into paying more and more money over time. **The SRC strongly advises against the use of false documentation.**

如发现学生使用虚假文件（如购买的医生证明等）或篡改合法文件，学校将不会对涉事学生给予特殊考虑，而且此类行为极有可能被认定为学术不端。对此，学校可能会判定学生该门课程不及格并要求其停学。部分学生还受到了虚假文件售卖者的勒索，并且随着时间的推移，勒索数额不断增加。**SRC 强烈呼吁学生不要使用虚假文件。**

For free and confidential advice, that is independent of the University talk to an SRC Caseworker by calling 9660 5222.

如需获得学校之外的免费、保密建议，请拨打 9605222 联系 SRC 工作人员。

See also the University's information on Special Consideration and Arrangements:

另见悉尼大学关于特殊考虑和安排的信息:

<https://www.sydney.edu.au/students/special-consideration.html>