



University of East Anglia

Information Compliance (ITCS)

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[REDACTED]

12 April 2018

Dear [REDACTED]

Freedom of Information Act 2000 – Information request (ref: FOI_18-064)

We have now considered your request of 13 March 2018 for the following information:

- ‘1. In each of the academic years of 2009/10, 2015/16 and 2016/17, how many students registered on a course of study at your higher education institution were taking an unscheduled break of a year off from their studies citing mental health problems as the reason for that break; this should include any deferral system available to them, be it by taking a period of interruption in their studies or re-sitting out of attendance etc.*
- 2. If it is possible can you please break the figures for question 1 down into undergraduate and post-graduate students by each year.*
- 3. How many students registered at your higher education institution are currently taking such a break in this academic year of 2017/18 and again if possible please break the figures down by undergraduate and post-graduate students.’*

Unfortunately, on this occasion it is not possible to provide any of the requested information. We have determined that the cost of finding and assembling some of the requested information will exceed the ‘appropriate limit’ as defined by section 12 of the Act and the Freedom of Information and Data Protection (Appropriate Limit and Fees) Regulations 2004/3244.

‘The ‘appropriate limit’ of £450, which equates to 18 hours’ work, can relate to one request in its entirety or to a series of linked requests. If the University cannot locate, retrieve and extract some or all of the requested information within the 18 hours we are not obliged to retrieve any of the requested information.

Specifically, it would require more than 18 hours effort to respond to question 1 of your request regarding the number of students who took time off their studies citing mental health reasons. UEA does not record concessions / intercalations with the level of detail requested. We only record that a concession was granted for medical reasons in general, without any further description or breakdown of the nature of the medical condition. For the three years requested we have 939 concessions in total, 246 in 2009/10, 422 in 2015/16 and 271 in 2016/17.

To determine if the concession was for mental health reasons, we would have to look at each student file individually, some of which may be in paper form. Assuming that it would require 5 minutes per file to locate and extract the requested information, total time required would be 78 hours, which is clearly in excess of the appropriate limit.

Unfortunately, due to the number of concessions granted annually and the manner in which we record the reasons for such concessions, we cannot find a way in which we could respond to any element of your request. The time it would take to locate and extract the data for any one year, including the current year, would be in excess of the appropriate limit.

You have the right of appeal against this decision. If you wish to appeal, please set out in writing your grounds of appeal and send to me at the address noted in the heading to this letter.

You must appeal our decision within 60 calendar days of the date of this letter. Any appeal received after that date will not be considered nor acknowledged. This policy has been reviewed and approved by the Information Commissioner's Office.

You also have a subsequent right of appeal to the Information Commissioner's Office. Further information is available on their website:

https://ico.org.uk/Global/contact_us, or by telephone on 0303 123 1113.

Please quote our reference given at the head of this letter in all correspondence.

Yours sincerely

Dave Palmer
Information Policy and Compliance Manager
University of East Anglia