



University of East Anglia

Information Compliance (ITCS)

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[REDACTED]

03 August 2018

Dear [REDACTED]

Freedom of Information Act 2000 – Information request (ref: FOI_18-162)

We have now considered your request of 18 July 2018 for the following information:

' I would like to know how many students each year from your university have deferred their studies/taken a leave of absence until the following academic year on mental health grounds. For example, a first year student deciding part way through second semester to take a leave of absence until the beginning of the next academic year on mental health grounds.

- I would like this data from the past 10 years if possible (if not possible, between 5 and 10 years), showing whether there has been an increase or decrease in the last decade. '

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 your request for the number of students who took time off their studies citing mental health reasons. UEA does not record, in summary form, 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. The detail, if recorded, would be held within the individual student file.

For the ten years requested we have 5,427 concessions in total. 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 approximately 5 minutes per file to locate and extract the requested information, total time required would be 542 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