



University of East Anglia

Information Compliance (ITCS)

The Library
University of East Anglia
Norwich Research Park
Norwich NR4 7TJ
United Kingdom

Email: foi@uea.ac.uk
Tel: +44 (0) 1603 593 523
Fax: +44 (0) 1603 591 010
Web: <http://www.uea.ac.uk>

07 June 2018

Dear [REDACTED]

Freedom of Information Act 2000 – Information request (ref: FOI_18-122)

We have now considered your request of 30 May 2018 for the following information:

'Within the Student and Academic Services division, I imagine the Learning and Teaching Service, I would like to request statistics and information on the following:

- The number of students who applied for extenuating circumstances on health / medical grounds in 2016/17, and were a) successful b) successful without providing any medical evidence, and c) unsuccessful d) unable to provide medical evidence and e) the overall amount.

- The number of students who applied for extenuating circumstances on health / medical grounds in 2017/18, and were a) successful b) successful without providing any medical evidence, and c) unsuccessful d) unable to provide medical evidence and e) the overall number.'

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, the time/effort required to locate and extract the information requested questions (b) and (d) for each year would, both individually and collectively, exceed the appropriate limit. This is due to the fact that, in relation to applications for extenuating circumstances, the University only records whether the request was granted for health reasons and does not record separately whether the application was supported by medical evidence. We would therefore have to manually examine each case separately, and as there are nearly 5000 requests for each year, the time/effort required would clearly be in excess of the appropriate limit.

To assist you in formulating a request to which we can respond, we can confirm that we could provide a response to questions (a), (c) and (e) of your request for both years cited.

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