

EMMANUEL COLLEGE – HOW TO TELL US ABOUT EXTENUATING CIRCUMSTANCES NOT INCLUDED IN YOUR UCAS REFERENCE

If the information you wish to submit has already been outlined in the UCAS reference, then there is no need to tick the ECF box on your 'My Cambridge Application' or to send the College an email outlining extenuating circumstances.

For applicants who ticked the ECF box on their application, please ensure the College are notified about your extenuating circumstances by **Wednesday 22 October**. Please ask the person who is emailing us to use the email template found on the Cambridge Admissions website below:

<https://www.undergraduate.study.cam.ac.uk/apply/how/disrupted-studies>

Please note: If we are not advised about an applicant's extenuating circumstances, they cannot use them as grounds for a complaint about the application process.
