

Alternative assessment information

Applications for Alternative Assessments (AAs) are exceptional requests.

Several courses at LSE use timed, in-person examinations as the standard method of assessment. If you anticipate challenges with this format you may wish to consider courses that already incorporate other assessment methods such as coursework or presentations as their primary mode of assessment. You can discuss the methods of assessment applied to a course with the course convenor.

- We would encourage you to consider accessing support via a mentor or study skills tutor prior to submitting an Alternative Assessment application. You may find it helpful to discuss with them strategies for preparing for and sitting exams. This can help identify approaches to reduce the challenges you have experienced in exams thus far, or different adjustments that you could make use of.

When discussing Alternative Assessments with you, your Disability or Mental Health Adviser will talk to you about your previous experience of exams, including any adjustments that have been implemented as well as their effectiveness.

It is important to note that decisions regarding Alternative Assessments are made on a case-by-case basis by the Central Exam Adjustment (CEA) Panel and are not automatically determined by any academic accommodations you may have been granted at previous institutions.

It is also important to remember that the purpose of Alternative Assessments (or any CEAs) is not to compensate for any lack of preparation for assessments. If your condition, or other circumstances, have impacted your ability to prepare for being assessed in any way, you are advised to apply to [Defer](#) your exam or submit an [Exceptional Circumstances](#) application.

Any discussions around alternative assessments need to take place with your DMHS adviser prior to the Long-Term CEA deadline which can be found on the [Central Exam Adjustments](#) page.

Please note it is not possible to apply for alternative assessments as part of a short-term CEA application.

Criteria

Please consider the following prior to applying for an Alternative Assessment:

- You must provide a supportive statement from your medical practitioner outlining the disability-related reasons why sitting an exam is either significantly detrimental to your health or that your condition prevents you from sitting an exam, even with CEAs in place. You can ask your medical practitioner to complete an [AA Medical Information Form](#).
- You must have met with a DMHS adviser prior to the [long-term CEA deadline](#) to discuss the specific challenges you face regarding your assessments. We would encourage you

to arrange an appointment to see a DMHS adviser as soon as possible to enable your adjustments to be put in place prior to your exams.

Process

1. Discussion occurs between yourself and a DMHS Disability or Mental Health Adviser prior to the long-term CEA deadline for that relevant exam period.
2. If you approach DMHS requesting Alternative Assessments after the CEA deadline you will be encouraged to defer your exam.
3. Once an Alternative Assessment application is agreed and submitted by your adviser to the Exams Panel, the panel considers whether the application meets the threshold for the need for an Alternative Assessment.
4. The panel's decision will be sent to your LSE email address.
5. If an alternative assessment is not agreed by the CEA panel, and you still wish to pursue your request for alternative assessments, you will need to follow the CEA Appeals process. Please see the process of appealing under '*Appealing a Central Exam Adjustments Panel decision*' on the [Central Exam Adjustments](#) webpage. **If you wish to appeal, you must do so in line with the Long-Term CEA appeal timeframe (within ten working days of receiving your outcome email from the CEA Panel).** Please note, if you are appealing the outcome of your alternative assessment past the Long-term CEA application deadline, it cannot not be guaranteed that outcomes will be agreed in time for that exam period.
6. If an alternative assessment is agreed by the CEA panel, DMHS will liaise with the relevant department to notify them of this decision.
7. The department will make the final decision regarding the appropriate Alternative assessment format and will confirm this with you by email.