Group Allocations for First Year LLB Program - 2011

Special Consideration

You have been asked to nominate your preferred group allocations for the first year program by 11 Feb 2011 (or 21 Feb 2011 for students attending Late Enrolment day on 17 Feb 2011).

For some students their preferred allocation may be based on constraints such as serious illness or carer’s duties. If you are in such a position you may request that special consideration be given to you in your group allocation.

To seek special consideration, you MUST produce supporting documentation which demonstrates that you:

a) suffer an illness or other circumstances beyond your control;

b) have religious commitments; and/or

c) have carer commitments

which will prevent you from attending a group or groups other than the group or groups that you have nominated.

(Work commitments or travel arrangements are not matters that may be considered).

To support your request you should provide documentation such as:

a) a medical certificate, stating in reasonable detail, the general nature of your illness and treatment and a specific statement of the opinion that as a result of the illness or treatment you are prevented from attending a group or groups other than the group or groups that you have nominated.

b) a letter from the University Counselling Service or a professional counsellor of equivalent standing setting out the general nature of the problem affecting you, and the opinion of the person signing the letter, that because of the problem you are prevented from attending a group or groups other than the group or groups that you have nominated.

c) a statutory declaration setting out the religious or carer commitments upon which you are basing your request for special consideration, attaching any supporting documents that verify your declaration.
The basis on which your request for special consideration will be determined include:

a. the magnitude of the impact of the circumstances forming the basis of the request;

b. the extent to which the circumstances and their impact are beyond your control and the extent of any failure to act so as to minimise the impact of these circumstances;

c. whether the consideration sought would in any way unfairly advantage you as against other students enrolled in the course; and

d. whether there is independent and valid evidence of the illness or event forming the basis of the application.

Please submit your request for special consideration by 21 February 2011 so that we can take your circumstances into account when allocating groups.

Requests should be marked confidential and posted to:

Susan Boyd
Faculty of Law – 67.239
UNIVERSITY OF WOLLONGONG
NSW 2522

Requests received after this time may not be able to be considered and/or accommodated.

Even if the Faculty determines that you have grounds for special consideration, it may not be possible to accommodate fully your request. Please keep in mind that the Faculty may give you approval to enrol on a part-time basis on equity grounds.

PLEASE NOTE:

Once you have been allocated to a group, you may not switch to another group or any of the seminars associated with another group without the express approval of the Associate Dean (Teaching and Learning). Approval will only be granted in exceptional circumstances.

During the university session, permission to attend a seminar group other than your own, on a ‘one off’ basis must be sought in advance from the relevant Subject Coordinator.