

Special Consideration Policy

Purpose

This policy explains how Armenian Wine School supports students who experience a temporary illness, injury, or other circumstance beyond their control that affects their performance during or immediately before a WSET assessment. The aim is to ensure that students are not unfairly disadvantaged if unexpected events impact their ability to demonstrate their knowledge during the exam.

Definition

A special consideration is a post-exam adjustment that may be granted when a student has completed the course and is fully prepared but is unable to perform at their usual level due to unforeseen circumstances. It is intended for short-term issues and only applies to events that occur just before or during the exam.

Eligibility

Students may be eligible for special consideration if:

- They experience a temporary illness, injury, or serious personal event (such as bereavement) that impacts their performance
- Agreed reasonable adjustments were not provided or were inadequate
- The application of special consideration would not misrepresent the student's ability to meet the qualification's assessment criteria

How to Apply

If you believe you may be eligible for special consideration, please notify Armenian Wine School as soon as possible after the affected assessment.

Contact:

Arpine Manukyan: wset@armenianwineschool.com

You will be asked to complete a Special Consideration Application Form and submit:

- Your full name and contact details
- A brief explanation of the circumstances
- Supporting documentation (e.g. medical note or evidence of disruption)

This information must be submitted **within five working days** of the exam. Armenian Wine School will review the request and forward it to WSET, who will make the final decision.

Group Disruption

If an entire group of students is affected during an assessment (e.g. due to a power outage or natural event), Armenian Wine School will submit a report to WSET on behalf of all candidates involved.

Data Protection

The APP will retain records of all information submitted in support of a special consideration request and share it with WSET for assessment purposes. This information will be handled in accordance with WSET's Privacy and Data Protection Policy.

Review

This policy is reviewed regularly and updated in line with WSET guidance and applicable regulations.