

UNIVERSITY OF HUDDERSFIELD  
School of Human & Health Science

**Placements Exceptional Circumstances Form**

Placements are allocated by the University to ensure that all students get the breadth of experiences necessary to meet the requirements of the course. Therefore, changes to placements are not permitted unless there are exceptional circumstances which may be as follows:

- Conflict of interest between the student and the placement (e.g. the presence of a family member in the placement area)
- Substantive post held in the placement area
- Physical or mental health reasons which must be supported with a doctor's letter

There are various reasons why students may wish to change their placements, however, the following reasons will not be accepted:

- To accommodate childcare arrangements
- Travel – distance / cost (you are expected to travel up to 1.5 hours each way from the University)
- Mental health e.g. travel anxiety, without evidence
- Personal preference
- Paid employment arrangements

**Requests must be made within 2 weeks of placement notification to be considered.**

**Please note forms will be reviewed following the end of the 2-week period.**

<b>Student name</b>	
<b>Personal tutor</b>	
<b>Course &amp; cohort</b>	
<b>Placement area</b>	
<b>Placement dates</b>	
<b>Reason for request</b>	

Please return this form to Education Placements Department [hhsepd@hud.ac.uk](mailto:hhsepd@hud.ac.uk).

Signed.....Date.....