Dear

Thank you for your Freedom of Information (FOI) request dated 30 December 2019, reference J/19/535.

Your request read:

“I am looking for information regarding mental health issues among students, specifically:

a) Since the beginning of the 2009-10 academic year, how many of the students (both undergraduate and postgraduate) who formally requested concessions from the university (i.e. submitted an Extenuating Circumstances form), cited mental health issues as their reason for the request?

b) How many of these mental health-related appeals have been deemed legitimate enough by the university/department for the concessions to be granted?

c) Which mental health issues in particular have been those most cited (e.g. anxiety, depression etc.) in the forms.”

The University of Leeds holds this information. However, we are refusing this request under section 12(1) of the Freedom of Information Act.

Section 12(1) sets out that a public authority is not obliged to comply with a request for information if the authority estimates that the cost of complying with the request would exceed the appropriate limit. For the University of Leeds, the appropriate limit is 18 hours/£450. We have outlined below why complying with the request will exceed the limit.

The University does not hold a central repository of all Extenuating Circumstances forms submitted. These are held at an individual school-level. As such, to locate the information you have requested, the University would need to liaise with each individual school. There are 33 individual schools within the University, and your request covers 11 academic years. Even taking a very conservative estimate of five minutes per school (which we do not anticipate would be sufficient), per academic year, this would take over 30 hours to complete.

If you were to refine your request, limiting your enquiry to a specific school and over a shorter timeframe, we may be able to provide some information. Should you wish to submit a refined request, you can do so by emailing foi@leeds.ac.uk.

We hope this information is helpful. If you have any questions about this email, however, please do not hesitate to contact us on foi@leeds.ac.uk

If you are unhappy with the service you have received in relation to your request and wish to make a complaint or request a review of our decision, you can request an Internal Review. Requests for Internal Review should be made in writing using the following contact information:

Post: Mr D Wardle
Deputy Secretary
Requests for Internal Review should be submitted within 40 working days of receiving the University’s response to your request. Further information about how the University manages Freedom of Information requests and about our complaints procedure is also available on our website (www.leeds.ac.uk).

If you are not content with the outcome of the internal review, you have the right to apply directly to the Information Commissioner for a decision. Generally, the ICO cannot make a decision unless you have exhausted the review/complaints procedure provided by the University. The Information Commissioner can be contacted at: Information Commissioner’s Office, Wycliffe House, Water Lane, Wilmslow, Cheshire, SK9 5AF.

Sincerely

Chloe Wilkins
Freedom of Information Officer
University of Leeds