# Extenuating Circumstances Form for Registration

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# Notes

This form must be submitted to the **GCRAB Administrator** (enquiries@gcrab.org) as soon as possible after the onset of circumstances, but no later than the date that the portfolio submission or renewal of registration is due.

1. The GCRAB will not make a decision unless the form is completed properly and corroborating evidence is attached.
2. Corroborative evidence may be:

* A medical certificate
* A letter from a BACP counsellor or clinical psychologist, confirming a psychological or emotional condition for which you have been receiving counselling
* An official document such as a Police Report
* A letter from a solicitor.

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| **Title** |  |
| **Surname** |  |
| **First name** |  |
| **Allocated date of submission** |  |
| **Nature of extenuating circumstances**  **(Please circle)** | **Illness**  **Incident**  **Other circumstances** |
| **Description of circumstances**  ***Explain the circumstances and their effects, giving dates when the circumstances applied. These must be accompanied by corroborating evidence.***  ***Use another page if necessary.*** |  |
| **I confirm the circumstances stated above are true and attach corroborative evidence.** | |
| **Date:** | **Signature of applicant:** |
| **For GCRAB Use** | **Valid / Invalid** |