



# Institute of Actuaries of India

Statutory body established under an Act of Parliament

Unit No. F-206, 2nd Floor, F Wing, Tower II, Seawoods Grand Central,  
Plot no R-1, Sector 40, Nerul Road, Navi Mumbai - 400706  
+91 22 6243 3333 +91 22 6243 3322

Version 3.0/17 May 2024

## Annexure A

### Mitigating Circumstances Application Form

|                  |  |          |  |
|------------------|--|----------|--|
| Member ID        |  | Date     |  |
| Registered Name  |  |          |  |
| Registered Email |  | Mob. No. |  |

| Sr. No. | Exam Date | Subject | Roll Number |
|---------|-----------|---------|-------------|
|         |           |         |             |
|         |           |         |             |
|         |           |         |             |
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|         |           |         |             |

Please tick the category of mitigation circumstances that you are applying for.

- ☐ Disruption during examination  
☐ Other, please specify

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### Supporting documentation

Please tick the provided or attached type of supporting document/evidence.

- ☐ IT Screenshots  
☐ Other, please specify

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Detailed Explanation of mitigating circumstances applied for and how the circumstances were unforeseen and unpreventable.

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## Detailed Explanation on the circumstances effected your examination performance.

## Detailed Timelines of circumstances

### Note:

- ✓ All the fields are mandatory.
- ✓ Application must be in English only.
- ✓ Application not fulfilling the eligibility criteria will not be considered.
- ✓ Application not falling under Mitigating Circumstances Policy will be rejected.
- ✓ Incomplete Application overdue the timelines will be rejected.
- ✓ Application and supporting documents/evidence must be attested and signed.

I have read, understood and agree to be bounded by the mitigating circumstance policy and I hereby declare that the evidence submitted is true, correct and best of my knowledge. I understand that any impersonation or submission of questionable evidence in order to falsely claim benefit under this policy will be construed as misconduct on my part and IAI might consider perusing disciplinary action against me.

|           |  |           |
|-----------|--|-----------|
| Date      |  |           |
| Member ID |  |           |
| Name      |  | Signature |