**School of English, Drama, and Creative Studies**

Sonia Suman / Andy Irwin

Tel: 0121 414 9200

Email: edacswelfare@contacts.bham.ac.uk

**School of Philosophy, Theology, & Religion**

Anna Read

Tel: 0121 414 3377

Email: ptrwelfare@contacts.bham.ac.uk

**Graduate School (PGR Wellbeing Lead)**

Anna Read

Tel: 0121 414 3377

Email: calpgrwellbeing@contacts.bham.ac.uk

**CAL USEFUL INFORMATION**

**School Wellbeing Officers:**

**Law School**

Libby Proctor / Kate Hands-Harvey

Tel: 0121 414 6273 / 0121 414 5503

Email: law.welfare@contacts.bham.ac.uk

**School of History and Cultures**

Adrian Powney / Di Brown / Kate Hands-Harvey

Tel: 0121 414 5436

Email: shacwelfare@contacts.bham.ac.uk

**School of Languages, Cultures, Art History, & Music**

Iain Cormack

Tel: 0121 415 8372

Email: lcahmwelfare@contacts.bham.ac.uk

**CAL Student Attendance Team Information and Contacts:** <https://intranet.birmingham.ac.uk/arts-law/sat/index.aspx>

**Extenuating Circumstances**

If you believe you have Extenuating Circumstances, please complete the form which can be found here: <https://intranet.birmingham.ac.uk/as/registry/policy/extcircs/index.aspx>

The final dates for submitting an Extenuating Circumstance Form and supporting evidence are determined per school. Please contact your School Wellbeing Officer for more information.

**Leave of Absence**

If you wish to apply for a leave of absence, you should first contact either your personal tutor or the Wellbeing Officer and your programme director for advice. Further information on the Leave of Absence process is available at:

<https://intranet.birmingham.ac.uk/as/registry/studentrecords/services/leave-of-absence.aspx>
 **Student Support Services**

<https://intranet.birmingham.ac.uk/as/studentservices/projects/support/index.aspx>

**Counselling and Wellbeing:**

<https://intranet.birmingham.ac.uk/as/studentservices/counselling/index.aspx>

Address: Student Hub, Aston Webb Building Tel: 0121 414 5130

**Disability and Learning Support Service:**

<https://intranet.birmingham.ac.uk/as/studentservices/projects/support/disability-support.aspx>

Email: disability@contacts.bham.ac.uk

Address: Student Hub, Aston Webb Building Tel: 0121 414 5130

**Student Funding Office**

<https://intranet.birmingham.ac.uk/as/studentservices/projects/support/money-matters.aspx>

**International Students Advisory Service**

<https://intranet.birmingham.ac.uk/as/studentservices/international/index.aspx>

Tel: +44 (0)121 414 8464.