



Application for Access Arrangements and Reasonable Adjustments (AARA) - Extension

The AARA is decided on by the Principal and reported to QCAA. Timely submission of this form and the accompanying medical report is very important. Please complete both pages of this form and submit it to the relevant Head of Department. *Please note: The adjustments requested must align with the recommendations of your medical practitioner. Applicant will be advised of the outcome of this application as soon as possible.*

PERSONAL DETAILS (Legal Name Only)		
Family Name	Given Name/s	Year Level

APPLICATION CATEGORY AND CONDITIONS - Please state: Disability, Medical Condition		
Reason (Must meet Eligibility):		
Dates Affected:		
Evidence Provided (Please tick)		
<input type="checkbox"/> Medical Certificate	<input type="checkbox"/> Guidance Officer Approval	<input type="checkbox"/> OneSchool Enrolment
<input type="checkbox"/> Student Statement	<input type="checkbox"/> Representative Sport Letter	<input type="checkbox"/> Other:

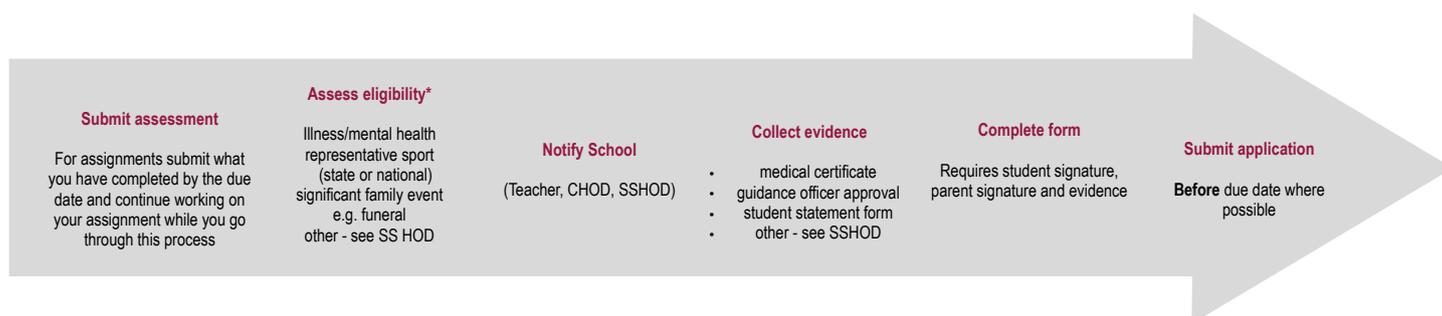
SIGNATURES:	
Student's Name:	Parent/Carer's Name:
Signature:	Signature:
Date:	Date:

Subject Code	Teacher	Examination/ Non Examination	IA #	Original Date	Revised Date
If Applied:		<input type="checkbox"/> Collection of work	<input type="checkbox"/> Investigation	<input type="checkbox"/> Practical	<input type="checkbox"/> Project
		<input type="checkbox"/> Extended Response	<input type="checkbox"/> Performance	<input type="checkbox"/> Product	

Marsden State High School: AARA Process

If you are concerned about not completing an assessment on time or if you know you will or have missed an exam AND have a valid reason, then please follow the below process:

*** Family holidays, work and school sporting commitments do not meet the eligibility requirements for an AARA**



AARAs will not be approved for family holidays, school sporting events, teacher absence or teacher-related difficulties, misreading an exam timetable, misreading instructions in exams etc. In cases of a school approved absence, students must submit the assignment on the due date and sit a comparable exam before the due date.

ADMINISTRATION TO COMPLETE:	
Medical Report (Registered GP, Specialist or Psychologist is to complete medical report. The practitioner must not be related to the student).	
Students with disability - EAP verification (Verified students - School will apply on behalf of the students)	For <u>disability, impairment and/or medical condition</u> -EAP report can be available from special education unit. -If verification has expired an updated medical report is required
Evidence (Unverified students - Parents/carers/students will apply to the Life Coach) <ul style="list-style-type: none"> • Medical certificate • Other <ul style="list-style-type: none"> » Teacher observations » Standardised test results » Other (Please specify) 	For <u>students not verified under AIMS</u> medical report form must outline: -diagnosis of disability and/or medical condition <ul style="list-style-type: none"> • date of diagnosis • date of occurrence or onset of the disability and/or medical condition • symptoms, treatment or course of action related to the disability and/or medical condition • Information about how the diagnosed disability, impairment and/or medical condition affects the student participating in assessment, particularly timed assessment when considering external assessment Professional recommendations regarding AARA
External exams <ul style="list-style-type: none"> • Medical report • School statement • Student statement (optional) IMPORTANT - Medical report must be QCAA format only	For illness or misadventure, please provide a report from an independent health professional that includes the following details : <ul style="list-style-type: none"> • the illness, condition or event (including details of a diagnosis, where applicable) • date of diagnosis, onset or occurrence • symptoms, treatment or course of action related to the condition or event • explanation of the probable effect of the illness, condition or event on the student's participation in the assessment
<ul style="list-style-type: none"> • Police report • Death notice • School statement • Student statement (optional) 	For non-medical claims, written evidence from a relevant independent professional or other independent third party, such as a social worker, member of the clergy, policy officer, solicitor or funeral director.
APPROVAL	
Senior Schooling HOD	Senior Schooling Administration
Signature:	Signature:
Date:	Date: