

# Application for Access Arrangements and Reasonable Adjustments (AARA) Years 11 & 12 V1.2 2020



\*Complete after reading the **Student Policy and Procedure (AARA)**.

**Student Name-** \_\_\_\_\_

**Home Group:** \_\_\_\_\_

## Eligibility-

On what basis are you applying for the AARA?

cognitive      physical      sensory      social/emotional

What timeframe are you applying for the AARA to be active? Start Date: \_\_\_\_\_ End Date: \_\_\_\_\_

What subjects are you enrolled in?


## Supporting documentation-

You are required to obtain a medical report, is it attached to the application?      YES      NO

Is the medical report on the QCAA's medical report template?      YES      NO

Does the medical report contain:

Diagnosis of disability and/or medical condition?	YES	NO
Date of diagnosis?	YES	NO
Date of occurrence or onset of the disability and/or medical condition?	YES	NO
Symptoms, treatment or course of action related to the disability and/or medical condition?	YES	NO
Information about how the diagnosed disability, impairment and/or medical condition affects the student participating in assessment, particularly timed assessment when considering external assessment	YES	NO
Professional recommendations regarding AARA	YES	NO

- I declare all information provided to be true and accurate at the time of submission  
 I agree that where required this information be shared with QCAA to confirm AARA provisions

Student signature: \_\_\_\_\_

Parent/ Guardian signature: \_\_\_\_\_

Date: \_\_\_\_\_

## OFFICE USE ONLY:

Date application received: \_\_\_\_\_ Received by: \_\_\_\_\_

1. Has the student provided all necessary documentation?       YES       NO  
 2. Does the student meet eligibility criteria?       YES       NO  
 3. Is this an application that needs QCAA approval?       YES       NO

Yes (QCAA Application)	No (School Application)
4. Has additional documentation been sought to apply for AARA: - School Statement - Student Statement - Medical Report - Evidence of verified disability - Other evidence 5. Date of upload to QCAA portal for approval: _____ 6. Has the student been granted AARA Provisions? <input type="checkbox"/> YES <input type="checkbox"/> NO 7. What provisions have been granted? _____ 8. What duration have these been granted for? _____ 9. Has e-mail been sent to teachers/ HOD's? <input type="checkbox"/> YES <input type="checkbox"/> NO 10. Has AARA been recorded on OneSchool and in spreadsheet? <input type="checkbox"/> YES <input type="checkbox"/> NO	4. Has the student been granted AARA Provisions? <input type="checkbox"/> YES <input type="checkbox"/> NO 5. What provisions have been granted? _____ 6. What duration have these been granted for? _____ 7. Has e-mail been sent to teachers/ HOD's? <input type="checkbox"/> YES <input type="checkbox"/> NO 8. Has AARA been recorded on OneSchool and in spreadsheet? <input type="checkbox"/> YES <input type="checkbox"/> NO

Date application concluded: \_\_\_\_\_

Actioned by: \_\_\_\_\_