

Massey University can provide assistance in examinations for students with a permanent impairment or other conditions such as injury, pregnancy or OOS (Occupational Overuse Syndrome). If you believe that you may require additional assistance for your examination, such as extra time, please complete this form and the Alternative Examination Arrangements Supporting Medical Documentation over the page and return to the address below.

## **PERSONAL DETAILS**

Sur	mame:							
For	ename:							
		Day	Month		Y	'ear		
Dat	te of birth:							
Stu	dent ID:							
Em	ail:							
Pho	one:							
Str	eet address:							
Sul	ourb:							
Tov	vn/city:							
Pos	stcode:		Counti	ry:				
MO	DE OF STUD	Y						
(ple	ease tick)			Manawatū	Auckland	Wellington		
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0		earning <b>and</b> li ect campus:	nternal:	0	0	0		
0	Distance L	earning/Block	conly.					

Please briefly state the reason why you require additional assistance with your examinations:

Please supply the completed ALTERNATIVE EXAMINATION ARRANGEMENTS SUPPORTING MEDICAL DOCUMENTATION form. A medical certificate is not sufficient.

If you have a learning disability, please supply a formal learning assessment.

## CONFIDENTIALITY

Massey University undertakes to protect the confidentiality of personal information which you provide as part of your enrolment, in accordance with the provisions of the Privacy Act 1993. The uses and protection of personal information are specified in the declaration which you sign on your enrolment application.

	Day	Mon	th	Ye	ar	
Date signed:						

Signature of applicant:

Please return to:

Online Learning Environment Massey University Private Bag 11222 Manawatū Mail Centre Palmerston North 4442

exams@massey.ac.nz



# ALTERNATIVE EXAMINATION ARRANGEMENTS SUPPORTING MEDICAL DOCUMENTATION

To be eligible for consideration where your condition is pre-existing or forewarned, you must apply no later than nine weeks prior to the start of the relevant examination round.

Confidential report to support student application for alternative examination accommodations. If you have a specific learning disability, or require the use of a computer, contact Assessment Services.

# Section A (To be completed by the student)

Forename:	Day	Month	Year	
Date of birth:				
Student ID:				
Section B (T	o be complete	ed by registered ı	medical practition	er)
•	examinations.		ase explain how it nation is confidenti	al to
This condition is		be reviewed on (d	⊖ Yes	⊖ No
-	the student e		nditions, please no	ote your

#### EXTRA TIME

Does the student require extra time in an examination situation? ⊖Yes ⊖ No

The extra time of 10 minutes per hour is to be used for:

	$\bigcirc$	Rest breaks*	OWriting**	○ A mixture of both
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- × Rest breaks - if student has extreme fatigue, needs to stretch, move around, take toilet breaks, attend to personal needs, or feed a baby.
- \*\* Writing -- if student is slowed down by format of question paper, thought processing is slowed, or method of answering is timeconsuming

Please note any recommendations around extra time below:

Name:	
Date:	
Street address:	
Suburb:	
Town/city:	
Membership of	professional body:
Signature:	

0	. I.	
Stam	рп	ere:

Please use your official stamp on this document or quote your professional registration number

Please feel free to provide additional information on separate sheets.

Please return with your enrolment form or send to

**Assessment Services, Online Learning Environment** Massey University Private Bag 11222 Manawatū Mail Centre Palmerston North 4442

exams@massey.ac.nz