

HOW TO APPLY

Students with a diagnosed disability or debilitating medical condition, which may impact their studies, can apply for a reasonable adjustment by submitting this form.

Students must apply for a reasonable adjustment at the earliest opportunity after enrolment or as soon as the condition is diagnosed to ensure reasonable adjustment can be made within required timeframes.

For more information, please refer to the Assessment Policy available at IGI's website [Assessment Policy \(igi.edu.au\)](http://igi.edu.au)

STUDENT DETAILS

Student ID: _____ Family Name: _____

Given Name(s): _____ Date of Birth: _____

Address: _____

Phone: _____ E-mail: _____

REASON FOR REASONABLE ADJUSTMENT REQUEST

REASONABLE ADJUSTMENT REQUESTED

EVIDENCE

Medical certificate and/or support documentation provided? Yes No

STUDENT DECLARATION

I declare that the information provided by me on this form is true and correct.

I have read and understood the *Assessment Policy*.

Student's Signature: _____

Date: _____

IGI USE ONLY

REASONABLE ADJUSTMENT REQUEST

Approved: Yes No

Notes:

Approved By:

Name _____ **Position:** _____

Signature: _____ **Date:** _____

Student advised in writing: YES

Recorded on student file: YES