



Special Provisions Application Form

Instructions for Special Provisions Applications:

- To be considered, this application should be submitted at a minimum on or before the due date.
- You may refer to Sunnybank SHS's Assessment Policy for further information.
- Applications may be submitted to the Classroom Teacher, Head of Department or electronically through AARA-SP@sunnybankshs.eq.edu.au.

Date of application:

Student's Name:

Roll Class:

Subject:

Teacher:

Assessment Type:

Due date:

Adjustment/arrangement being applied for:

Student statement explaining reason for application (attach any supporting information e.g. Medical Certificate, Parent Note):

Student Signature: _____

Date: _____

This section to be completed by the Head of Department

I am satisfied that this application meets the requirements as determined in Sunnybank SHS's Assessment policy.	Yes <input type="checkbox"/>	No <input type="checkbox"/>
I have consulted with the classroom teacher.	Yes <input type="checkbox"/>	No <input type="checkbox"/>
I have consulted with other relevant staff:		
I approve this application.	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Comments:		

HOD Signature: _____

Date: _____

<input type="checkbox"/> Copy to Student	<input type="checkbox"/> Copy to Teacher	<input type="checkbox"/> Copy to Student File
<input type="checkbox"/> Entered on OneSchool (Profile/Contact-other)		