



PYP Application for Special Consideration

Important Information – PLEASE NOTE:

This form is to be completed in full and sent to py.student@qiba.edu.au for approval.

*This application form is to be used in accordance with the **Special Consideration Policy**.*

Please ensure that all supporting documentation and evidence is submitted to QIBA within 3 calendar days of submitting this application form. Late applications must include an explanation of the circumstances that prevented you from submitting this application form on time.

*The **PY attendance** requirement is 100%. Every unit must be attended to pass the course.*

Personal Details			
Date of Application:			
Family name:			
Given name/s:			
Student ID:		Class Code:	
Facilitator:			
Email Address:		Mobile:	
Address:			
City/State:		Postcode:	

Application Details
Is this application in respect to group work? <input type="checkbox"/> Yes <input type="checkbox"/> No
List other students involved (if applicable):

Special Consideration Requests:

Please indicate the assessment item/s for which you are requesting special consideration. All fields must be completed in the table below.



Unit Name	Type of Assessment e.g. examination, assignment, quiz	Was the assessment attempted? Y/N	Due date

Further Comments:

Student/Candidate Declaration:

- I declare that the information provided above is true and complete.

Student Signature:

Date:

Office Use Only

Approved by:

Position:

Approval date:

New Due Date for assessment:

New Graduation Date (if applicable):

Details recorded in AXcelerate