



## Special provisions Request for external assessment adjustments

- Requests made on the basis of known pre-existing conditions are due at the SACE Board as soon as possible in the school year so that the required adjustment(s) can be put in place.
- Email [SACE.SpecialProvisions@sa.gov.au](mailto:SACE.SpecialProvisions@sa.gov.au)
- Refer to [Information sheet 58](#) for more information.

Name of student \_\_\_\_\_  
 (BLOCK LETTERS) Family name Given names SACE registration number

Contact school \_\_\_\_\_ SACE Board school number

School contact person \_\_\_\_\_ School contact phone \_\_\_\_\_

School contact email \_\_\_\_\_

### Student's declaration

I declare that the reasonable adjustments requested are the most appropriate for me, and all information provided to my school is true and correct. I give permission to SACE Board of South Australia officers to obtain further details from my school if considered necessary. I understand that the SACE Board will treat this information confidentially.

Signature of student \_\_\_\_\_ Date \_\_\_\_\_

Signature of parent \_\_\_\_\_ Date \_\_\_\_\_  
 (Required for students under 16 years of age)

I am happy for the SACE Board to contact me in the year following this request, to seek feedback on the special provisions process and the use of any provisions granted to me.

Yes. Please provide your email address: \_\_\_\_\_  No

### Principal's (or delegate's) declaration

The SACE Board of South Australia as an education provider, and schools as educational institutions, share responsibilities and obligations under the *Disability Discrimination Act 1992* and *Disability Standards for Education 2005* to make reasonable adjustments in curriculum and assessment to enable eligible students to participate in programs and associated assessments on the same basis as other students. In making reasonable adjustments, the knowledge, skills, and standards of subjects and certification requirements are maintained.

Based on my review of this application and the evidence held by my school, to the best of my knowledge:

- |   | Yes                      | No                       |
|---|--------------------------|--------------------------|
| • this student is eligible for special provisions on the grounds listed on page 2 of this form  | <input type="checkbox"/> | <input type="checkbox"/> |
| • the adjustments listed on page 2 of this form are the reasonable adjustments most appropriate for this student in the external assessment(s) identified | <input type="checkbox"/> | <input type="checkbox"/> |
| • similar reasonable adjustments are available to this student for comparable school assessment tasks   | <input type="checkbox"/> | <input type="checkbox"/> |

I have checked that all details are correct.

Name of principal/delegate \_\_\_\_\_

Signature of principal/delegate \_\_\_\_\_ Date \_\_\_\_\_

## Grounds for eligibility

Identify all grounds that form the basis of this request. Please mark (x) the appropriate boxes.

Physical disability

Vision impairment

Hearing impairment

Medical condition

Psychological disorder

Learning disorder

## Subjects requiring adjustments – external assessment only

For further information, please refer to the relevant instruction sheets in [Special provisions](#) on the SACE website.

The requested adjustments are required for:

All examination subjects

External assessments in the following subjects:

Subject name	Subject code

## Examples of adjustments requested for a paper examination

- Examination printed on coloured paper – specify colour and shade, brand specific if possible
- Enlarged examination paper – A3, font 14 as standard
- Supervised examination at home
- Extension to SACE Board submission date (e.g. extension granted for externally assessed investigation, or to submission date for school assessed materials)
- Change of SACE Board performance date
- Additional digital recording to be supplied for student (important for students with separate invigilation in examinations with a listening component)
- Braille examination paper
- Examination to be provided on USB as a PDF for reading purposes
- Provision of examination in electronic format for students to read and respond

## Examples of adjustments requested for an electronic examination

- Provision of examination in paper format instead of electronic format
- Use of assistive technology for examination in an electronic format
- Use of a word processor instead of an electronic examination
- Use of a word processor for electronic examinations undertaken in paper format

## Adjustments requested

Please be specific (e.g. ink colour, font size, font style, paper size, paper colour).

To discuss reasonable adjustments, and for further assistance, please contact the SACE Board on +61 8 8115 4854.