

This form is intended for use by students who wish to request alternative examination arrangements. Please return this request form to **Examinations:** examinations@uq.edu.au or **in person:** to the Student Centre. DO **NOT** UPLOAD AS PART OF A DEFERRED EXAMINATION APPLICATION THROUGH mySI-net.

Student Number
(e.g. 12345678, **not** s1234567)

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Home Campus	St Lucia <input type="checkbox"/>		Gatton <input type="checkbox"/>		Herston <input type="checkbox"/>	
Name	Family Name:			Given Names:		
Student Email	s _____ @student.uq.edu.au (Official UQ student email address)					
Telephone	Home:			Mobile:		
Semester	Semester 1 <input type="checkbox"/>		Semester 2 <input type="checkbox"/>		Summer Semester <input type="checkbox"/>	
Examination	Mid-semester <input type="checkbox"/>		End of semester <input type="checkbox"/>		Deferred <input type="checkbox"/> Supplementary <input type="checkbox"/>	
Reason for Request	Registered with Student Services for Exam Adjustments <input type="checkbox"/>			Timetable Clash <input type="checkbox"/>		
	Campus Clash <input type="checkbox"/>		Religious Observance* <input type="checkbox"/>		3 exams in one day <input type="checkbox"/>	

*NB: Please attach a letter on official letterhead from your place of worship indicating your inability to sit an exam due to religious observance.

The information on this form is collected for the primary purpose of assessing your application for alternative examination arrangements and deciding the type of alternative examination arrangements available under the policy. Information on this form may be disclosed to relevant bodies for the assessment and verification of the application. Otherwise, the information you provide will not be disclosed to a third party without your consent unless disclosure is authorised or required by law. For further information please consult the UQ Privacy Management Policy at: <http://ppl.app.uq.edu.au/content/1.60.02-privacy-management>

Please provide details of relevant course codes only.

COURSE CODE	DATE AND TIME (required for in-class mid-semester exams <u>only</u>)	Exam type (insert X)					
		Theory	Prac	Video/slide	Listening	Oral	Online

APPLICATION DEADLINES

Mid-semester: at least 14 days before the examination date (temporary injury exempted).

End of Semester: no later than 14 days before the examination period (temporary injury exempted). In the case of campus clashes and religious observance, applications should be submitted as soon as possible, but no later than 14 days before the examination period.

Deferred/Supplementary: at the same time as submitting your online Deferred or Supplementary examination application (separate applications).

Students who do not apply within the timeframes listed above **may be required** to sit their examinations with the main cohort of students and without exam adjustments.

Office Use Only