



*This form is intended for use by students who wish to request alternative arrangements for school and central exams.*

PLEASE RETURN THIS REQUEST FORM TO **EXAMINATIONS:**

**St Lucia and Ipswich**

**By email:** examinations@uq.edu.au

**In person:** To the Student Centre

**Gatton**

**By email:** exams@uqg.uq.edu.au

**In person:** To the Student Centre

**STUDENT NUMBER:**

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**HOME CAMPUS:** St Lucia  Ipswich  Gatton

**NAME:**

Title      Family Name      Other Names

**STUDENT EMAIL: s**

**@student.uq.edu.au** (Official UQ student email address)

**TELEPHONE: HOME**

**MOBILE**

**SEMESTER:** Semester 1  Semester 2  Summer Semester

**EXAMINATION:** Mid-semester  End of semester  Deferred  Supplementary

**REASON FOR REQUEST:**

Exam adjustments (registered with Student Services- Disability)

Timetable clash .....

3 exams in one day .....

Campus clash .....

Religious observance\* .....

\*NB: Please attach a letter 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 special 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>

**COURSE CODES:**

Please provide details of all course codes and include specific examination indicators such as 'A' or 'B' paper (e.g. VETS2006/A).

COURSE CODE	DATE AND TIME	ORIGINAL EXAM DURATION	SCHOOL OR CENTRAL EXAM	Exam type (insert X)					
				Theory	Prac	Video	PowerPoint	Oral	Online

**APPLICATION DEADLINES**

Applications must be received at least 14 days before the commencement of the end of semester examination period or 14 days prior to mid-semester exam dates.

Applications received after the closing date **MAY NOT BE CONSIDERED** and you may be expected to take any examinations with the main cohort of students.

**An email will be sent to your official UQ student email account with details of your examination arrangements one week before the examination date.**