

Accessibility Services Request Form

PERSONAL INFORMATION

PROSPECTIVE STUDENT/CURRENT STUDENT (DELETE AS NECESSARY):

Full Name: _____ Student ID (if available): _____

Nationality: _____ Course Applied: _____ Intake / Year: _____

Email Address: _____ Mobile Phone: _____

Name of Parent/Guardian (If Prospective Student/Current Student is under 18 years of age): _____

Contact Number and Email of Parent / Guardian: _____

Address of Parent / Guardian: _____

DECLARATION:

- Please kindly indicate if you have been diagnosed or have undergone assessment for any of the below conditions by ticking the appropriate box provided.

CONDITION	Please tick if applicable
Attention Deficit / Hyperactivity Disorder	<input type="checkbox"/>
Medical / Physical Disability	<input type="checkbox"/>
Spinal Cord / Traumatic Brain Injury	<input type="checkbox"/>
Speech Disorders	<input type="checkbox"/>
Anxiety/Depression/Phobia/Trauma and other Psychological Concerns	<input type="checkbox"/>
Learning Disability	<input type="checkbox"/>
Blindness / Poor Vision	<input type="checkbox"/>
Deafness / Poor Hearing	<input type="checkbox"/>
Other Conditions: _____	

- Will you be requiring accessibility services during your studies with us? ☐ Yes ☐ No

ACCESSABILITY REQUEST – EXAMINATION ADJUSTMENT*	Please tick if applicable
Use of a scribe or reader	<input type="checkbox"/>
Additional working time	<input type="checkbox"/>
Rest breaks	<input type="checkbox"/>
Alternative formatting of examination papers	<input type="checkbox"/>
Alternative room with suitable lighting	<input type="checkbox"/>
Use of alternative furniture (e.g. ergonomic chairs, adjustable tables, lecterns)	<input type="checkbox"/>
Wheelchair access	<input type="checkbox"/>
Use of computer	<input type="checkbox"/>
Other Requests: _____	

3. Any AccessAbility Request will be assessed for within the duration of your studies with us, which includes pathway courses or change of course. New submission with latest supporting documents will be required once the validity period expires. Please indicate the validity period of this request if you require accessibility services during your studies with us:

From _____ (month/year) to _____ (month/year)

4. Please indicate if you are receiving any treatment for your condition currently:

Student/Parents or Guardians of students with accessibility challenges must ensure that the student is receiving proper and regular external support from a licensed professional to ensure the physical, emotional and psychological well-being of the student. By completing this AccessAbility Services Request form it is acknowledged that this form helps with the Access Plan development only. Students are still fully responsible for their own physical safety, emotional and psychological well-being.

****Should you require accessibility services during your studies with us, please submit your supporting documents that relate directly to your condition. Supporting documents must be valid within the time frame indicated below.***

- a) *For students with a temporary/episodic condition: documentation should be current (i.e. Specifies a time frame includes at least the application period and the commencement of study at JCU)*
- b) *For students with an ongoing condition: less than two years old unless the condition is permanent and unlikely to change significantly with time (e.g. fixed vision impairment; schizophrenia etc.).*
- c) *For students with a learning disability: less than three years old if conducted during secondary school, and less than 5 years old if conducted during tertiary studies or adulthood.*

Student's Signature & date: _____

Parent/Legal Guardian's Signature & date: _____
(For applicant under 18 years of age)

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*Thank you for completing the questionnaire above.
The contents and documents submitted with this form will be held securely confidential by the University.
This information is only required for us to provide support to our students.*