

Failure to comply with Examination and Assessment Policies

Failure to comply with any of the policies regarding internal assessment tasks and examinations will result in consequences outlined in the school's Responsible Behaviour Plan and/or QCAA guidelines. Failure to comply with policies may result in the award of an N grade which will not attract points to be credited towards a QCE (Queensland Certificate of Education).

Procedure for requesting a **Change to Assessment Conditions and Access Arrangements and Reasonable Adjustments (AARA form)** for extension of due date for an assignment or missed examination.

Students are NOT eligible for the AARA form on the following grounds:

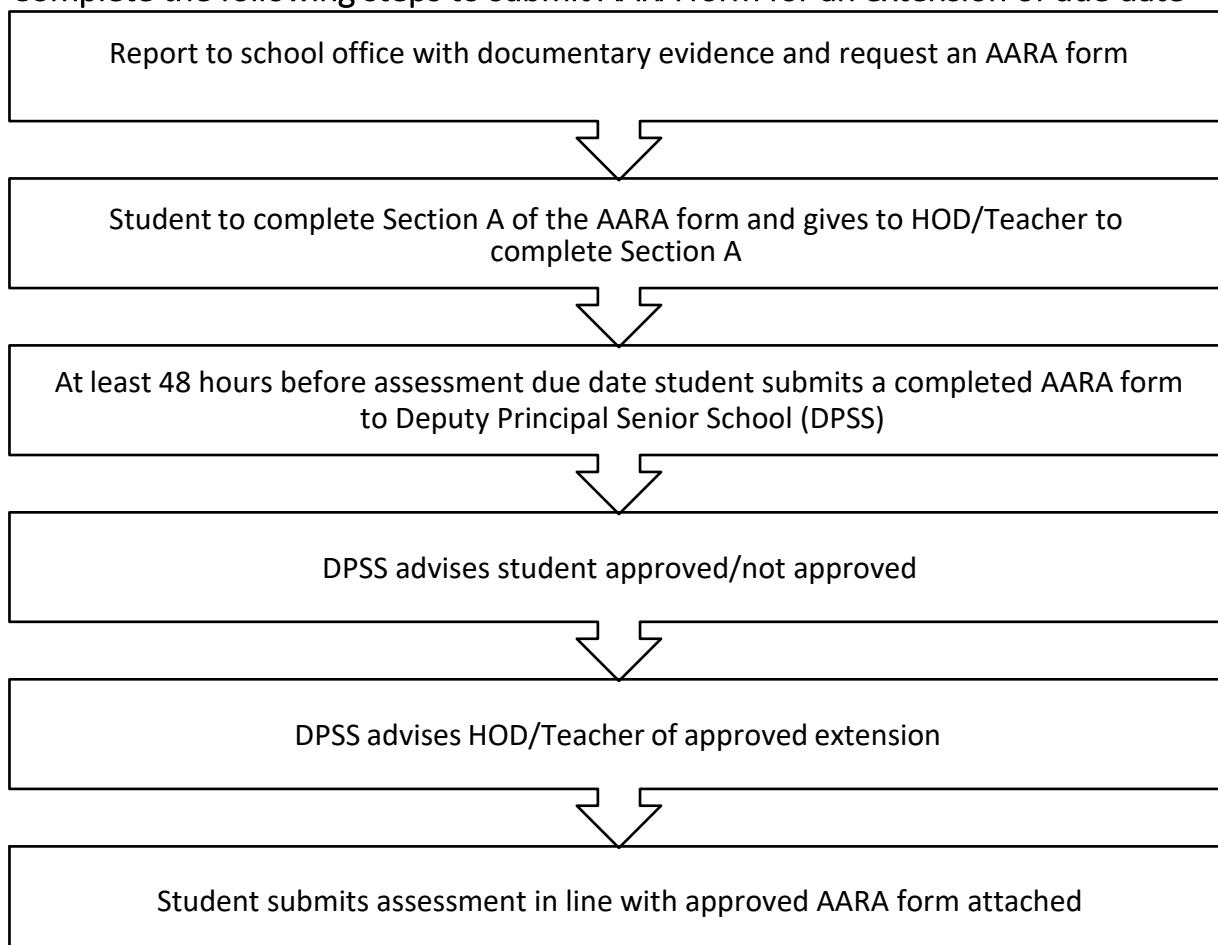
- Unfamiliarity with English language
- Teacher absence or other teacher related difficulties
- Matters that the student could have avoided e.g. misreading an examination timetable, misreading instructions in examinations, misreading assessment calendar
- Matters of the student's or parent/carer's own choosing e.g. family holidays
- Illness without a medical certificate
- Matters due to technological issues e.g. failure to back up files, loss of data etc

Documentary evidence required:

- Medical Certificate
- Written evidence from a relevant professional or other independent third party such as police report

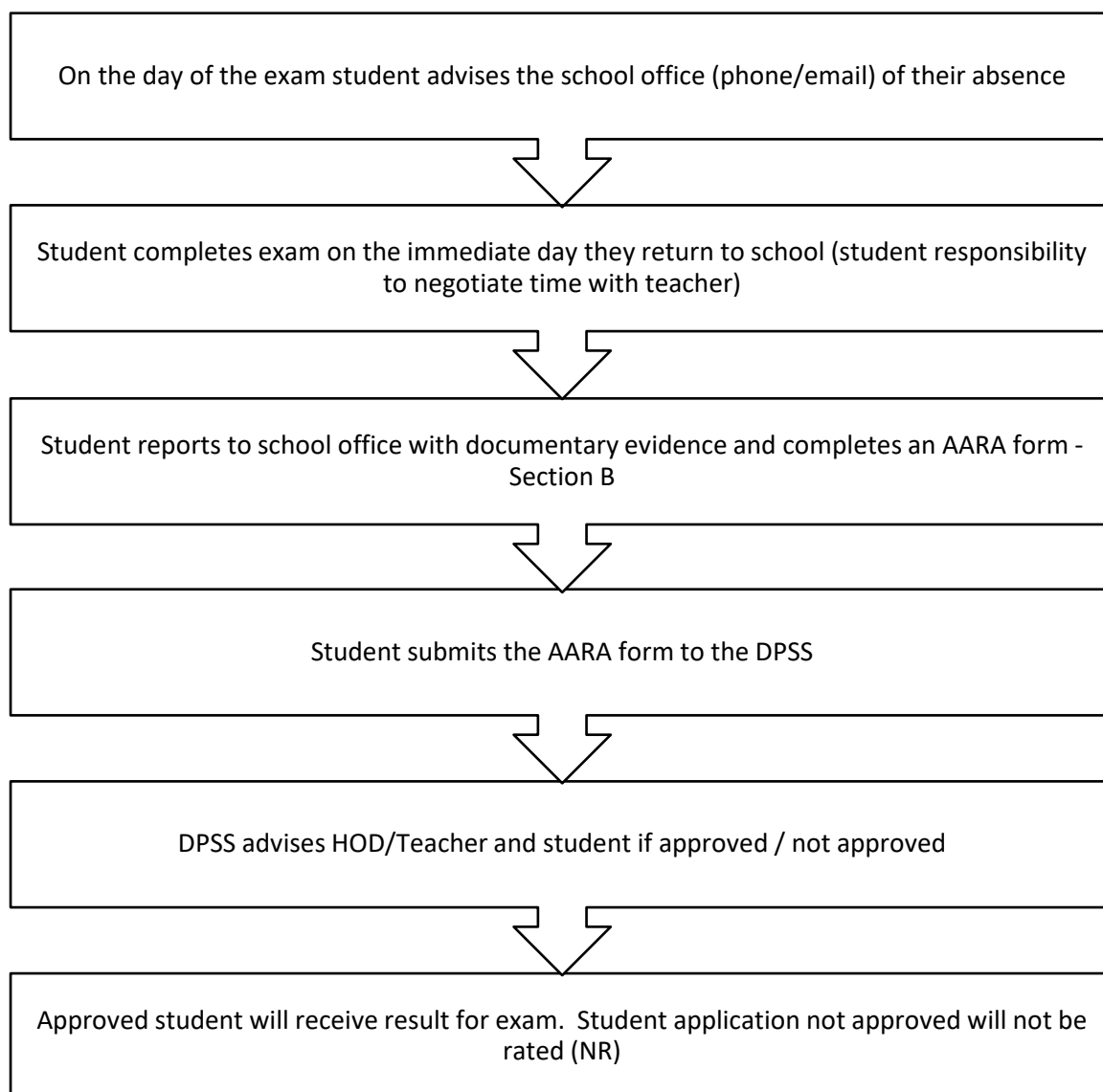
EXTENSIONS

Complete the following steps to submit AARA form for an extension of due date



INTERNAL EXAMINATIONS

Complete the following steps to submit AARA form for missed examinations



EXTERNAL EXAMINATIONS

Complete the following steps to submit AARA form for missed examinations

NO alternative arrangements can be made if a student does not attend a senior external examination.

