

Request for Adjustments

Applicant name:
Course (including 'Biological' or 'Physical' if Natural Sciences):
UCAS Personal ID:
Email address (the same as on UCAS application):
School or college:

Are there any adjustments you may require when being interviewed?	YES / NO
Are there any adjustments you may require when taking any College written assessments?	YES / NO
If you have answered yes to either question, please complete the form in full. If you have answered No, please sign and date the bottom of the form and return it to College as soon as possible.	

Do you require extra time?	YES / NO
If yes, please specify the percentage (e.g. 25%) ____% extra time	
Do you normally receive extra time in all subjects or in some subjects but not others? Please specify.	
Please specify the activities where extra time would be required (whether or not you are expecting them as part of the admissions process for your subject).	
Cambridge College registered written assessment (taken remotely)	YES / NO
Pre-interview reading	YES / NO
Pre-interview written task e.g problem solving questions	YES / NO
Responding to verbal questions asked during your interview (Please note that if you are granted extra time for your interview, you will not be asked any additional questions, just given extra time (if required) to answer the questions asked)	YES / NO

If relevant, please give details of any further adjustments you may require, e.g. specific font/size of font; assistive technology or software, assistance moving around the College (please be specific):

If you are invited for interview, is there any additional relevant information that would be of benefit to interviewers? For example, is there anything you would like us to know about how you communicate?

If requesting an adjustment, please provide a signed letter (usually dated 2024) on headed paper from your current or most recent school or college, which should (as appropriate) confirm:

- your Disability / Neurodiverse Condition / mental health condition/ long-term health condition;
- the amount of extra time you require in public exams (e.g 25%);
- the amount of time for any rest breaks (this may be as a proportion of the total length of the exam, a number of minutes per hour, or a fixed number of minutes);
- any other accommodations you require in public exams;
- on what basis this has been agreed, for example a diagnosis from a qualified medical practitioner or an assessment by a registered psychologist or specialist teacher assessor

Alternatively, a signed copy of the JCQ Form 8 (Application for Access Arrangements – Profile of learning difficulties) or JCQ Form 9 (Profile of need) is acceptable.

Please do **NOT** send a full Educational Psychologist report at this stage unless there is particular reference to the support you require that will help the College make appropriate adjustments to its assessment and selection procedures.

If you are unable to provide the evidence above, please contact Emmanuel College Admissions Office for further advice.

Applicant signature

Date:

SCHOOL/COLLEGE

I confirm that the information on this form is correct to the best of my knowledge:

Signature of teacher or tutor:

Date:

School/college name:

Position held:

Email address:

Please complete this form and save it using the naming convention for files:

Lastname_Firstname_UCASpersonalID_Disab_Adjustment_Form.pdf

Upload the form via the following link by Monday 4 November 2024:

https://cambridge.eu.qualtrics.com/jfe/form/SV_3F64DJlqJUG4Bw2