

Notification of Separate Writing For Part A/B of the Humanities Diploma Exams

Student Personal Information (Please PRINT/TYPE)

Alberta Student Number — —	Phone Number (Include Area Code—e.g., 555-555-5555) — —	Email Address		
Surname (Last Name)		Legal First and Middle Name(s)		
Previous Names (if applicable)		Year Date of Birth (e.g., 95 Jul 20)	Month	Day
Current Mailing Address (Apt/Street/Ave/P.O. Box/Route)	Village/Town/City	Province	Postal Code	
Parent/Guardian Name (if applicable)		Parent/Guardian Email Address (if applicable)		

Indicate the administration in which the completed component was written.

Course Name	Completed Diploma Exam Component	Administration (☑)					Year
		November	January	April	June	August	

Indicate the administration in which the missed component will be written.

Course Name	Missing Diploma Exam Component	Administration (☑)					Year
		November	January	April	June	August	

Reason for separate writing (please be specific):

The personal information as defined in the *Freedom of Information and Protection of Privacy Act* (FOIPPA Act) that is collected on this form is collected pursuant to section 33(c) of the FOIPPA Act. The purpose of this collection will be used for the purpose of writing and/or rewriting provincial assessments. Questions about the collection of this information may be directed to the Director, Exam Administration at (780) 643-9157 (for a toll free connection dial 780-310-0000).

I have accurately provided information on this request form.

Signature of Student _____

Date _____

This is not a registration form.

The student must register for the diploma exam using *myPass* or by submitting a *Diploma Exam Registration/Rewrite Form* prior to writing the missed component.

This form must be submitted to: Exam Administration Branch, Alberta Education,
by email to exam.admin@gov.ab.ca using the subject line
SEP – your name and Alberta Student Number (e.g., Max Headroom - 123456789).

