

Request for Reconsideration of a Diploma Exam Accommodation or Exemption Decision

Student Personal Information (Please PRINT/TYPE)

Alberta Student Number - -	Student Surname (Last Name)	Student Legal First and Middle Name(s)
Name of Requester (If Not the Student)		Relationship to Student
Requester's Email Address		Phone Number (Include Area Code—e.g., 555-555-5555) - -

Request:

What specific accommodation or exemption decision do you wish to have reconsidered? (Attach written copy of decision.)

On what basis are you requesting that the aforementioned decision be reconsidered? What additional information or attached supporting documents do you wish to have considered? (Attach additional sheets if more space required.)

Provide a rationale for requiring an exemption from writing as opposed to alternative options, such as accommodations or deferral to an alternate administration

This request for reconsideration must be supported with official documentation not previously submitted for the purpose of rendering the original decision.

I have attached a copy of new evidence to support this request.

This request for reconsideration has been submitted within 30 days of receipt of notification of the original decision.

Date Signature of Requester (if not the student or parent)

Date Signature of Student

Date Signature of Parent or Guardian (if student is under 16 years of age)

The personal information collected on this form is being collected under the authority of section 33(c) of the Freedom of Information and Protection of Privacy Act, and will be used to review this request for reconsideration. It will be treated in accordance with the privacy protection provision of Part 2 of the Freedom of Information and Protection of Privacy Act. If you have any questions about the collection of this information, contact the Director, Exam Administration, at (780) 643-9157 (toll free connection 780-310-0000).

This form must be submitted to: Special Cases and Accommodations Team, Alberta Education.

Email this form and direct all questions to: special.cases@gov.ab.ca using the subject line:

Reconsider ACC EXM – your surname, first name, Alberta Student Number, school code and school name
(e.g., Reconsider ACC EXM – Headroom, Max 123456789 9999 - Ben Hur High School).

