

# CAEC Special Arrangement Request Form – Alberta

Special arrangements are environmental conditions that make a candidate feel more comfortable when writing a test without impacting the legitimacy of the administration. Complete all information and submit to the testing centre where you plan to take the CAEC test.

<b>Candidate Name:</b>		
<b>Former Names:</b>		
<b>Phone Number:</b>	<b>Email:</b>	
<b>Student Number:</b> <i>(optional)</i>	<b>Date of Birth:</b>	
<b>Home Address:</b>		
<i>province/territory</i>	<i>apartment number</i>	<i>post office box</i>
<i>city</i>	<i>province/territory</i>	<i>postal code</i>
<b>Testing Center Name:</b>		
<b>Candidate's Signature:</b>		<b>Date:</b>

## Requested Special Arrangement

Choose from below:

<input type="checkbox"/>	Extended writing time (up to double time)
<input type="checkbox"/>	Additional breaks
<input type="checkbox"/>	Private writing space
<input type="checkbox"/>	Ambient noise
<input type="checkbox"/>	Noise blockers
<input type="checkbox"/>	Large print copies of paper tests
<input type="checkbox"/>	Coloured overlays or paper for paper tests
<input type="checkbox"/>	Other (please specify):

## Testing Centre Use Only Special Arrangement Approved:

<input type="checkbox"/>	Extended writing time (up to double time)
<input type="checkbox"/>	Additional breaks
<input type="checkbox"/>	Private writing space
<input type="checkbox"/>	Ambient noise
<input type="checkbox"/>	Noise blockers
<input type="checkbox"/>	Large print copies of paper tests
<input type="checkbox"/>	Coloured overlays or paper for paper tests
<input type="checkbox"/>	Other (please specify):
Testing Centre Supervisor Signature:	Date:

Personal information collected on this form is for the purpose of determining if a special accommodation(s) can be approved for the Canadian Adult Education Credential Exam (CAEC). This collection is authorized by section 33 (c) of the Freedom of Information and Protection of Privacy Act. For questions about the collection of personal information, contact Alberta Education at 10044 108 St NW Edmonton, AB, T5J 3S7 or Corey Baker the Acting Director of French Assessment/CAEC Testing Service by email at [Corey.Baker@gov.ab.ca](mailto:Corey.Baker@gov.ab.ca) or by phone at 780-238-7116.