

# Government of **Western Australia School Curriculum and Standards Authority**



# Sickness/Misadventure Application Form ATAR Course Examinations: 2024

Before completing a Sickness/Misadventure Application Form, please read the following information carefully:

- has your performance in an ATAR course examination been affected by a temporary sickness, non-permanent disability
  or unforeseen misadventure suffered immediately before or during the examination period? (For Physical Education
  Studies and Dance practical candidates this includes a severe injury sustained after the start of Term 3, but still existing
  during the practical examinations.)
- were you prevented from attending an examination due to sickness and/or misadventure?

If you answered YES to either, or both, of these questions, then you should complete this form. The circumstances must have been beyond your usual control. A claim cannot be made for courses enrolled as a non-school candidate.

If your difficulties in sitting the ATAR course examination are the result of any of the reasons listed below, then your circumstances fall outside the Authority's policy and guidelines for sickness/misadventure:

- difficulties in preparation or loss of preparation time for example, as a result of sickness during Year 12 unless in the
  two weeks prior to your first written examination
- · alleged deficiencies in tuition
- long-term physical or psychological illness unless you have suffered an acute episode of your illness during the examination period (including up to two weeks before your first written examination)
- the same grounds for which you received special examination arrangements unless you experienced additional difficulties during an examination session
- misreading the examination timetable
- · misreading examination instructions
- · events related to your school assessment in a course
- attendance at a sporting or cultural event during a written examination.

Refer to the Year 12 Information Handbook 2024: Part II available on the Authority website for further details.

If the application is accepted, then an examination mark is calculated using your school assessment as a basis. The higher of the actual examination mark and the calculated examination mark becomes the examination mark that is given to you for that examination.

You will be notified of the outcome of your application through the student portal. This is the same location from which you will download your results. The notification will be available at the same time as your results. You will not be contacted in any other manner. No information will be available prior to the release of results.

Go to the student portal at https://studentportal.scsa.wa.edu.au.

Completion of the form
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Section A Applicant details: All parts of this section must be completed by the candidate personally.

Section B Course details: This section, including the insert, to be completed by the candidate personally.

Section C Misadventure evidence (non-medical): This section should be completed by a person not related

to the candidate, who is a witness to the misadventure, e.g. attending police officer.

**Medical evidence:** This section must be completed by the medical practitioner or registered health professional, if the application is on medical or psychological grounds.

Section E Candidate declaration: Must be signed by the candidate personally.

**Section F** Sickness categories: An essential reference for the medical practitioner/health professional.

Acknowledgement Applications will be acknowledged via email: You must provide an email address.

Decisions Available only from the student portal: https://studentportal.scsa.wa.edu.au.

For sickness/misadventure applications for ATAR course **Practical Examinations**, the completed form and any supporting documentation must be received by the School Curriculum and Standards Authority, PO Box 816 CANNINGTON WA 6987, no later than **4.00 pm on Thursday 24th October 2024** 

For sickness/misadventure applications for ATAR course **Written Examinations**, the completed form and any supporting documentation must be received by the School Curriculum and Standards Authority, PO Box 816 CANNINGTON WA 6987, no later than **4.00 pm on Tuesday 19<sup>th</sup> November 2024** 

Envelopes should be marked **Confidential – Attention Special Provisions**. Electronic applications are not accepted. Applications related to only the practical examination should be submitted immediately following that examination.

All applications related to written examinations should be submitted immediately following the last examination affected by the situation. Late forms will not be accepted.

Section D

Section	A: Applicant d	letails – to	be com	pleted by	y the candida	ate p	ersor	nally								
Office Use											, ,					
WA studenumber:	ent				Date of birth										:	
Family n	ame:			Given	name:					_	Middle	name				
Address:				· <del></del>						_	Postco	de:				
Email: _								_	Home	phone	e numb	er:				
School: _																
Section	B: Course det	ails – to b	e comple	eted by t	he candidate	pers	sonal	lly								
2. For inso tha stat imp	cord only those each written and ert), describe britt examination. Determents short and eacts all examinate only one applications.	d/or praction of the definition of the definitio	cal exami our illnes dittos, or ble to that is section	nation in s or misa write 'as examina is not co	which you and the deventure affer above'. Brief tion. Addition ampleted, you	e clai ected relev al su r app	ming your ant in pporti licatio	speci perfo nforma ing ev on car	ial coo rmano ation o ridenc	nside ce in <b>must</b> ce ma	eration or pre be wr ay be a	(as i vente itten attach	ndica ed yo belov	ur att v. Ke	endar ep	
Date of exam	Examination name	Practical or written			Details of effect on performance/attendance									a	Did you attend? YES/NO	
	<u> </u>									(A	Addition	al info	rmatio	on may	/ be at	ached.)
Section	n C: Misadventս	ıre eviden	ce (non-	medical	only) – to be	com	plete	d by	an in	depe	enden	t witı	ness			
	isadventure or e er relevant infori										e by a	n ind	epen	dent	witnes	SS.
										 ( <i>F</i>	 Addition	al info	······································	 on may	 / be att	ached.)
Witnes	s details															·
Note: th	ne witness must	not be rela	ated to th	e applica	nt, and may	be co	ntact	ed if	furthe	er info	ormati	on is	requ	ired.		
Name (l	olock letters):															
	ship to applicant/ cher, mechanic, pol						•••••									
Address	:							Tele	phone	(Day	ytime):					
								Tele	phone	(Mo	bile):					

Signed: Date:

# Section D: Medical Evidence - to be completed by the medical practitioner/registered health professional This section must be completed if an applicant's claim on medical or psychological grounds is to be considered. Medical practitioners are asked to note the comments and illness codes in Section F over the page before completing any certification. Please write details below or use official stamp. Medical practitioner/health professional's name: Name and address of hospital/clinic/surgery: Telephone number: (Name of applicant) (Date/s of consultation) What is the medical diagnosis? (Please note that the information you provide will be treated in the strictest confidence and you should provide all relevant information with this application. Please explain clearly how the medical condition impaired the candidate for the examination.) (Additional information may be attached.) Dates of onset/injury and predicted functional resolution of the problem: From to Note: Degree of illness relates to the degree of functional impairment at the time of the examination. Category and degree of illness: Please refer to Section F (on back) Mild – some discomfort before completing. 2. Moderate – able to sit examination but significant impairment Category Sub-Degree of illness Severe - unable to sit examination (A-W) category (1-4)(A-G) Chronic - ongoing impact I consider the above sickness/injury to be of a temporary nature and, as a result, I consider that the applicant is/was (tick appropriate box/es and initial): Disadvantaged because of the temporary sickness/injury when **studying** between \_\_/\_/\_ and \_\_/\_/ for the examination(s). Disadvantaged because of the temporary sickness/injury when **taking** examination(s) held/to be held between Unfit because of the temporary sickness/injury to sit for the examination(s) held/to be held between (Dates should be inclusive.) Section E: Candidate declaration – to be completed by the candidate personally **Candidate Declaration** I declare that, to the best of my knowledge, all the information given on this form (and attachments) is correct. I authorise the School Curriculum and Standards Authority to discuss this application with any person who has signed this form or attachment. Signature of candidate: Date: Signature of parent/guardian (optional): Date:

Receipt of this application by the School Curriculum and Standards Authority will be acknowledged by email to the address provided in Section A: Applicant details.

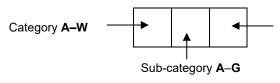
#### Section F: Sickness categories - a reference for the medical practitioner/registered health professional

#### Notes for medical practitioner

- 1. Any sickness should be of an acute or sub-acute nature with onset up to two weeks prior to the written examination. (Please give details above.) For Physical Education Studies or Dance candidates, injuries after 20 July may be considered.
- 2. Sickness in the two weeks prior to the written examination, which could interfere with preparation for the examinations, may be accepted as well as sickness occurring during the actual examinations.
- 3. Sickness of a chronic nature is not acceptable. Candidates were able to apply for special examination arrangements if they suffered any chronic sickness or disability. Applications for these arrangements should have been made earlier in the year.
- 4. Candidates presenting with a chronic mental illness must demonstrate that it has previously been controlled through intervention and/or special examination arrangements. There must be evidence of an unexpected acute episode, within two weeks of the written examination.
- 5. Sickness can include acute emotional upsets, such as bereavements or serious illness in the family. Apply under category G. It does **not** include emotional traumas such as panic attacks or stress due to the examinations.
- 6. Details of any sickness should include a brief history, essential clinical findings, such as **fever** or **rashes**, any relevant investigations, the dates of onset and recovery, diagnosis and an estimate of the degree of impairment of function relevant to the sitting of an examination. Where relevant, the following additional evidence is required: URTI e.g. details of specific complications, Glandular fever **blood test results**. Chronic glandular fever must have evidence of impact during exams.
- 7. Independent medical evidence is required in Section D (above) and must not be provided by a relative of the applicant.
- 8. If you would like to discuss this application further, please contact Principal Consultant Special Provisions on 9273 6327.

The following information is provided for the medical practitioner/registered health professional as a reference for completing Section D of the *Sickness/Misadventure Application Form*.

The medical practitioner/registered health professional is required to indicate, in the relevant boxes, the category and degree of the illness, as shown below:



#### Degree of illness:

- Mild some discomfort
- 2. Moderate able to sit examination but significant impairment
- 3. Severe unable to sit examination
- 4. Chronic ongoing impact

The categories and sub-categories to be used are:

#### A: Upper respiratory tract infections

- A Glandular fever (Infectious Mononucleosis)
- B Influenza
- C Pharyngitis/URTI
- D Tonsillitis
- E Sinusitis
- F Ear, nose and throat

#### B: Food poisoning

- A Gastroenteritis
  - Diarrhoea and vomiting

#### C: Allergic diseases

R

- A Hay fever
- B Asthma
- C Generalised allergy
- D Dermatological conditions

#### D: Lower respiratory tract infections

- A Bronchitis
- B Pneumonia

#### E: Gastrointestinal tract disorders

- A Appendicitis
- B Gall stone colic (pain)
- C Haemorrhoids
- D Gastritis
- E Jaundice
- F Gastroenteritis
- G Inflammatory bowel disease

#### F: Injuries/accidents

- A Neck injuries/whiplash/head injury
- B Shoulder/arm/wrist/finger (broken or injured)
  C Back and pelvic injury/abdominal injury
- D Fractured skull/iaw
- E Leg/ankle/knee/foot (broken or injured)
- F Multiple injuries
- G Burns

### G: Psychological problems

- A Death of a parent
- B Death of close friend/immediate relative
- C Significant life event
- D Psychiatric disturbance

#### H: Neurological disorders

- A Epilepsy
- B Generalised neurological disorders

#### I: Infectious/contagious diseases

- A Chicken pox
- B Mumps
- C German measles
- D Other

#### J: Uro-genital tract disorders

- A Dysmenorrhoea (PMT/painful period)
- B Urinary tract infection
- Gynaecological problems

#### K: Rheumatic conditions

- A Back complaints
- B Tenosynovitis (RSI)
- C Joint complaints

#### L: Headache

- A Migraine
- B Tension headache

#### M: Oral problems

- A Abscess of tooth/removal
- B Impacted teeth

#### N: Eye disorders

- A Eye fatigue/injury/infection/conjunctivitis
- B Vision impairment

#### Inadequate bodily reserves

- A Surgery
- B Heat exhaustion/fainted
- C Poor health
- D Diabetes

## P: Viral diseases

- A Viral illness (temperature/headache)
- B Severe viremia with leukopenia
- Q: Cancer
  - A Tumour/cancer

## R: Pregnancy

A Pregnancy/confinement

#### S: Chest conditions

A Chest infections/pain

#### T: Bleeding disorders

A Bleeding disorders/nose bleed

#### U-V: Non-medical

- W: Other
  - A Unknown

# Sickness / Misadventure Claims - ATAR Course Examinations 2024 Applicant to complete personal details and indicate examinations claimed.

Surname		Firs	t name									
WA student number:		Date	of birth		office		:					
Exam/s for which claim is made (shade the appropriate box for the component of the course being requested).  Note: A claim cannot be made for courses in which the student is enrolled as a non-school candidate.												
Course	Written exam date	Prac	Written	Course	Written exam date	Prac	Written					
AUS: Auslan	15/10	□Р	□w	ISC: Integrated Science	06/11		□w					
HEB: Hebrew	15/10	□Р	□w	APS: Animal Production Systems	06/11		□w					
RUS: Russian	15/10	□Р	□W	PHY: Physics	06/11		□w					
SIN: Sinhala	15/10	□Р	□W	IND: Indonesian: Second Language	06/11	□Р	□W					
TUR: Turkish	15/10	□Р	□w	FSL: French: Second Language	06/11	□Р	□W					
CBL: Chinese: Background Language	22/10	□Р	□W	AIT: Applied Information Technology	06/11		□w					
IFL: Indonesian: First Language	28/10		□w	PAL: Politics and Law	07/11		□w					
ARA: Arabic	07/11	□Р	□w	VAR: Visual Arts	07/11	□Р	□W					
GRE: Modern Greek	07/11	□Р	□w	LIT: Literature	08/11		□w					
PSY: Psychology	28/10		□w	CFL: Chinese: First Language	08/11		□W					
BLY: Biology	28/10		□w	AVN: Aviation	08/11	□Р	□w					
GEO: Geography	29/10		□w	ACF: Accounting and Finance	08/11		□w					
FBL: French: Background	29/10	□Р	□w	GSL: German: Second Language	11/11	□Р	□W					
BME: Business Management and Enterprise	29/10		□w	ECO: Economics	11/11		□w					
ENG: English	30/10		□w	CSC: Computer Science	11/11		□w					
ELD: English as an Additional Language	30/10		□w	DAN: Dance	11/11	□Р	□w					
or Dialect				CAE: Career and Enterprise	12/11		□w					
PPS: Plant Production Systems	31/10		□W	REL: Religion and Life	12/11		□W					
CHE: Chemistry	31/10		□W	PAE: Philosophy and Ethics	12/11		□W					
HEA: Health Studies	31/10		□W	JSL: Japanese: Second Language	12/11	□Р	□W					
KOR: Korean: Second Language	31/10	□Р	□W	EST: Engineering Studies	12/11		□w					
MAA: Mathematics Applications	01/11		□W	MMS: Marine and Maritime Studies	13/11		□w					
CSL: Chinese: Second Language	01/11	□Р	□W	MAS: Mathematics Specialist	13/11		□W					
MPA: Media Production and Analysis	01/11	□Р	□w	EES: Earth and Environmental Science	13/11		□w					
MAM: Mathematics Methods	04/11		□w	OED: Outdoor Education	13/11		□W					
HIM: Modern History	04/11		□w	DRA: Drama	13/11	□Р	□w					
HBY: Human Biology	05/11		□w	PES: Physical Education Studies	14/11	□Р	□w					
HIA: Ancient History	05/11		□W	MDT: Materials Design and Technology	14/11	□Р	□w					
MUS: Music	05/11	□Р	□w	FST: Food Science and Technology	14/11		□w					
CFC: Children, Family and the Community	05/11		□W	ISL: Italian: Second Language	15/11	□Р	□w					
				DES: Design	15/11	□Р	□W					