

ULSTER COLLEGE OF MUSIC
EXAMINATION ACCESS ARRANGEMENTS

Policy 2016

1. Students potentially eligible for Exam Access Arrangements need to be referred by their school teachers.
2. Access testing referrals need to be made by your school in September for the following summer examination period.
3. Parents may choose to pay for an Independent Educational Evaluation
4. Testing will have to be undertaken by a qualified professional. (Educational Psychologist, Education Professional with qualification in individual assessment)
5. Students may require access arrangements for a number of reasons, including
 - A. A disability
 - B. A medical condition
 - C. An illness, another indisposition or an unforeseen incident at the time of the assessment
 - D. Their first language is not English, Irish or Welsh
6. These elements are required to evidence Exam Access Arrangements
 - A. A statement of educational needs or a letter from a doctor or other relevant professional
 - B. Testing result from the LUCID screener and further testing from a qualified professional with a statement from the subject teacher as evidence that the arrangements being made for the student are their normal way of working in lessons.
7. Application for exam access arrangements must be made by March for the summer examination period.
8. Exam access arrangements expire after 26 months.
9. The college has wheelchair access to the ground floor and first floor of the building.
10. Special Consideration:

A candidate may be eligible for Special Consideration if:

 - (a) Performance in an examination is affected by circumstances beyond the control of the candidate, e.g. recent personal illness, bereavement.
 - (b) Part of an examination is missed due to circumstances beyond the control of the candidate e.g. an accident (note that there are minimum examination requirements that need to be met for a grade to be awarded).

Evidence, e.g. a doctor's letter, may be required to support the application.
The Awarding Body decides the level of consideration given to a candidate, but parents should be aware that no feedback is ever given.