

Reasonable Adjustments Application Form



FORM 1 - APPLICATION FOR REASONABLE ADJUSTMENTS

Reasonable adjustments are approved before an examination. This form should be completed as far in advance as possible and returned to IRM **by the deadline** (16th April for summer examinations and 1st October for winter examinations) to ensure that the appropriate arrangements can be made with examination centres. The completed form should be returned to:

The Institute of Risk Management, Education and Training Team, 6 Lloyd's Avenue, London, EC3N 3AX.

A separate form must be completed by each individual candidate for **each** examination session.

CANDIDATE'S NAME

E-MAIL	TELEPHONE NUMBER

CANDIDATE REGISTRATION NUMBER

EXAMINATION CENTRE

EXAMINATION SESSION

EXAMINATION DATE

NAME OF MODULE(S) ENTERED FOR

REASON FOR APPLICATION

REASONABLE ADJUSTMENTS REQUIRED (The request for assistance should be sufficiently specified to provide IRM / ICSA with the necessary information to take action if regarded appropriate or within its capacity.) **NOTE:** The practitioner providing the report must estimate the amount of extra time required.

EVIDENCE IN SUPPORT OF THE APPLICATION

For example, this may include:

- Medical certificate
- Psychological or other professional assessment report

Please tick if appropriate:

Medical evidence included with this form.

I give permission to IRM to contact the provider of this medical evidence to make further enquiries as necessary.

Other evidence included with this form.

I give permission to IRM to contact the provider of this evidence to make further enquiries as necessary.

DECLARATION

I confirm that the information provided on this form is accurate.

NAME

SIGNATURE

--	--

For office use only:

--