



## **Consent Form for Accommodation Request**

**Student Name:** \_\_\_\_\_ **ID:** \_\_\_\_\_

**Date of Birth:** \_\_\_\_\_

### **Student and Parent/Guardian Signature**

I wish to apply for testing accommodation(s) on the International Baccalaureate exams due to my disability. I authorize my school: to release to the International Baccalaureate copies of my records that document the existence of my disability and need for testing accommodations; to release any other information in the schools custody that the IB requests for the purpose of determining my eligibility for testing accommodations on IB exams; and to discuss my disability and accommodation needs with the IB. I also grant the IB permission to receive and review my records, and to discuss my disability and needs with school personnel and other professionals. The school will submit this request with the supporting documents to the IB solely for the purpose of evaluation of the assessment arrangement request, and IB will treat all information about a candidate as confidential.

I agree to the conditions outlined on the reverse of this sheet.

**Students Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Parent/Guardian Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

## **Request for Inclusive Arrangements**

In order to receive authorization for a student to use accommodations during International Baccalaureate assessments, the IB Coordinator must submit a “request for inclusive assessment arrangements” to IBO. The request requires submission of the following:

- medical/psychological/psycho-educational documentation
- at least one piece of educational evidence.

The purpose of the educational evidence is to show that the access requested has been the candidate’s usual way of participating in classroom activities and tests. Examples of educational evidence include:

- anecdotal observations from the school such as records or correspondence from a class teacher, a learning support/inclusion coordinator or school counsellor
- an individualized educational plan (IEP)
- samples of the candidate’s work
- evidence of correspondence or records from a previous school where the candidate was enrolled and whether the assessment arrangement was used.

The school will submit this request with the supporting documents to the IB solely for the purpose of evaluation of the assessment arrangement request.

The IB treats all information about a candidate as confidential. If required, information will only be shared with appropriate IB personnel and members of the final award committee, who will be instructed to treat such information as confidential.

The IB does not flag or annotate in any way the results of a candidate for whom inclusive assessment arrangements have been authorized.

If the candidate transfers to another school, this application with the supporting documents, including authorization (if applicable) will be visible to the coordinator of the new school and that if you wish to withdraw this request before a transfer you must inform the school of this at the time of transfer. The IB coordinator will then immediately inform the IB Assessment centre of this request in writing.

IB (International Baccalaureate). July 2014. *Candidates with Assessment Access Requirements*.