**End-point assessment – request for special consideration**

Special consideration can be requested for the end-point assessment of historic environment apprenticeships. The type of special consideration that may be made is an adjustment to the arrangements for accessing end-point assessment for an apprentice who is not disabled, but whose ability to access the assessment has been affected by an injury or illness.

Special consideration can be requested by an apprentice, training provider or employer.

**Please complete the fields below.**

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| --- | --- |
| **Apprentice name** |  |
| **Apprenticeship standard** |  |
| **Person making the request**  *(Please state name, position and relevant organisation)* |  |

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| 1. **Please provide reasons for the special consideration request.** |
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| 1. **Pleaes provide evidence to support your statement above and describe it here (eg. photo of doctor’s note)** |
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| 1. **Please state what specific special consideration you would like to request and tick the appropriate box to indicate whether it relates to the project Q&A and/or the professional discussion.** | **Project Q&A** | **Professional discussion** |
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| **I confirm that the information I have provided here is true and accurate:** | |
| **Name** | **Date** |
|  |  |

*CIfA Qualifications use only:*

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| **I have reviewed this request and can confirm that the special consideration/s listed below will be put in place:**  *NB: Include information about involvement of other stakeholders (e.g. employers, training providers) here.* | | |
|  | | |
| **Name** | **Role at CIfA centre** | **Date** |
|  |  |  |