

# DISABILITY EXAMINATION NOTIFICATION FORM

---

**If you have special requirements, this form must be submitted for each exam period you are sitting an examination. This applies even if the requirements are the same as previous exam periods.**

Please tick the applicable case:

- Where the condition is a known one (e.g. ongoing/long term condition) a medical certificate will be required in the first four weeks of the study period.
- Where the condition is not known, one (1) months notice prior to the exam and medical certificate documentation will be required, after which time all effort will be made to accommodate a student, but this cannot be guaranteed.

## **Personal details**

Family Name:..... Student Number:.....

First Name(s):.....

Units: .....

Address for Correspondence:

.....  
.....

Daytime Telephone: ( ) .....

Daytime Facsimile: ( ) .....

Email:.....

## **Disability details**

Please specify details of your disability, to enable Monash University to meet your needs.

---

---

---

---

---

*Relevant and current medical certificates must be supplied.*

**Acknowledgment of examination arrangements is sent via the Examination Notification letters, which you should receive by end of May for Study Period 1, end of October for Study Period 2 and end of January for Study Period 3.**

**Please complete this form and return to:** Client Care Centre  
GPO Box 1272  
Melbourne Victoria 3001  
Phone: +61 3 9695 8855 / 1300 853 377  
Fax: +61 3 9695 8901  
E-mail: mba@chifley.edu.au