



Westwood Training and Consultancy

Application to WTC for a Reasonable Adjustment (RA) or Special Consideration (SC)

Please refer to the reasonable adjustments and special considerations policy before completing.

Section 1 should be completed by, or on behalf of, the learner requesting a Reasonable Adjustment	
Application Reason RA or SC	Click here to enter text.
Learner Name	Click here to enter text.
Qualification/Programme Title	Click here to enter text.
Qualification/Programme Code	Click here to enter text.
Unit Titles:	Click here to enter text.
Unit Number/Code:	Click here to enter text.

1. Please indicate why you are making the request;

Click here to enter text.

2. Please provide details of any support or changes that are being requested:

Click here to enter text.

3. Please provide any details of supporting information (if available) and attach a copy.

Click here to enter text.

Section 2 should be completed by the tutor/assessor/programme coordinator	
Tutor/assessor/programme coordinator name	Click here to enter text.

- 1. Please Provide details of the adjustments or special conditions you are requesting, identifying the assessment criteria or learning outcomes of a programme or qualification to which they apply:**



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Click here to enter text.

Declaration:

I confirm that the information provided above is accurate:

Signature*:		Date:	Click here to enter a date.
Position in Centre:	Click here to enter text.		
E-mail:	Click here to enter text.	Contact Number:	Click here to enter text.