

Before submitting your application please read the [RACGP Examinations Special Consideration Policy](#) and the [Educational Misconduct Policy](#) available at: www.racgp.org.au/education/registrars/fellowship-pathways/policy-framework/policies.

Applications must be submitted via email to examinations@racgp.org.au with the following subject line:
Applicants RACGP ID – Applicants full name – Year (e.g. 2019.1), exam (e.g. KFP & AKT) Special Consideration Request

Applications without supporting documentation or which are not submitted according to these guidelines will not be considered.

Personal Details:

Title First name Surname

Email RACGP no.

Telephone Fax number Mobile number

Please select the type of special consideration you wish to apply for:

- Special consideration for special arrangements in an examination
- Special consideration for a late withdrawal
- Special consideration for non-attendance at an examination due to an unforeseen emergency
- Special consideration for a designated area for the expression of breast milk prior to, during or after an exam*

*Note that the following will apply:

- Online exams: Breastfeeding may be accommodated, please see [Provisions and procedures for nursing breaks during RACGP exams](#)
- OSCE exam: No changes to exam structure may be permitted. Candidates may breastfeed prior to and after exam and may express milk during exam rest stations.
- No supporting documents are required to be submitted for the provision of dedicated areas at exam venues.

Please select the examination your application relates to:

- Applied Knowledge Test (AKT)
- Objective Structured Clinical Examination (OSCE)
- Key Feature Problems (KFP)
- Recorded Consultation (RC)

Examination details:

Date: Time: Venue:

Reason for applying for special consideration:

All applications for special consideration must be accompanied by appropriate supporting documentation. When applying for special consideration for medical reasons applicants must supply a medical certificate detailing the medical issue, its duration and effect on the applicant, and any recommendations for special arrangements. The medical practitioner supplying the certificate must not be a relative and must have a proper, professional doctor-patient relationship with the applicant. In other circumstances, a statutory declaration must be provided detailing the reason for the special consideration application. If you are applying for special consideration for special arrangements in an examination, please detail the arrangements you are requesting.

Declaration:

- I certify that the information I have provided in and with this application is correct and complete.
- I have read the [RACGP Examinations Special Consideration Policy](#) and the [Educational Misconduct Policy](#).
- I understand that providing false or misleading information will be handled in accordance with the [Educational Misconduct Policy](#).
- I hereby authorise the RACGP to contact professional authorities and any party named in support of my application for special consideration for the purpose of verifying any information I have supplied.

Signature

Date

The RACGP's Privacy Policy reflects the recent changes in Federal and State privacy legislation and is available at racgp.org.au