

**Alternative exam arrangements for disabled PGR students**

Requests for alternative exam arrangements for disabled PGR students should be included in the *Appointment of Research Degree Examiners* (ARDE) form.

If the need for alternative exam arrangements only becomes apparent after the ARDE form has been approved, the main supervisor must complete this additional form to request arrangements.

The School PGR Director or delegate and the Faculty Academic Director (PGR) or delegate approve the form before it is submitted electronically to the Academic Quality and Policy Office (AQPO), where it will be appended to the ARDE form.

**Student details**

|  |  |
| --- | --- |
| Full name of student |  |
| Student ID number |  |
| School / Department |  |
| Faculty |  |
| Main supervisor  (full name and title) |  |
| School / Department postgraduate administrator |  |

Disabled PGR students can be offered [alternative exam arrangements](https://www.bristol.ac.uk/academic-quality/pg/pgr-exam-accommodations/). The main supervisor must discuss this with the student and complete this section.

|  |  |
| --- | --- |
| Please list the requested alternative exam arrangements. |  |
| Does the student have a study support plan from Disability Services? | YES / NO |

**Approval**

Signatures can be typed.

**Main supervisor**

|  |  |
| --- | --- |
| Signature:  Name: | Date: |

**School PGR Director or delegate**

I have checked any requested alternative exam arrangements for a disabled PGR student, and the following arrangements will be implemented. This box should be left blank if there are no accommodations.

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|  |

I have ensured that the examiners and, if appointed, the independent chair are aware of the actions they need to take.

To confirm this, click on the box. ​☐​

|  |  |
| --- | --- |
| Signature:  Name: | Date: |

**Faculty Academic Director (PGR) or delegate**

I have approved any Group 2 alternative exam arrangements.

To confirm this, click on the box. ​☐​

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| --- | --- |
| Signature:  Name: | Date: |

AQPO/August 2025