

REQUEST FOR SPECIAL FORMAT ASSESSMENTS – NOVEMBER SESSION ONLY

Special Assessments (Braille or Large Print) are provided to students who meet the criteria for designation as a student with a Visual Impairment as outlined in the *Inclusive Education Services: A Manual of Policy, Procedures and Guidelines*



Ministry of
Education and
Child Care

SESSION November 2024		DUE DATE September 27, 2024
STUDENT'S LEGAL FIRST NAME	STUDENT'S LEGAL LAST NAME	STUDENT'S PERSONAL EDUCATION NUMBER (PEN)
8 DIGIT SCHOOL MINISTRY NUMBER	SCHOOL CONTACT NAME	SCHOOL CONTACT EMAIL
SCHOOL NAME		
SCHOOL MAILING ADDRESS (REQUIRED)		

Student's Inclusive Education Category designation is:

- Student is registered with the Provincial Resource Centre for the Visually Impaired (PRCVI)
 Student receives direct services from a Teacher of Students with Visual Impairments (TSVI)

TSVI NAME:	TSVI EMAIL:
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**** THIS REQUEST FORM IS FOR THE NOVEMBER SESSION ONLY – SEPARATE FORMS ARE AVAILABLE FOR JAN/APR/JUN SESSIONS ****

<input type="checkbox"/> NOVEMBER SESSION - INDICATE THE ASSESSMENT(S) REQUESTED Provide all necessary information [✓]		
<input type="checkbox"/> BRAILLE [Hard Copy]	<input type="checkbox"/> E-TEXT [Available only for LTE10 and LTE12]	English assessments: <input type="checkbox"/> NME10 <input type="checkbox"/> LTE10 <input type="checkbox"/> LTE12
<input type="checkbox"/> LARGE PRINT (PAPER COPY) Size and Font if required: <input type="checkbox"/> 20pt <input type="checkbox"/> 22pt <input type="checkbox"/> 24pt <input type="checkbox"/> 26pt <input type="checkbox"/> Arial <input type="checkbox"/> Verdana <input type="checkbox"/> BC Sans		

Signature or Name:

TSVI/Designated School Contact

Date:

RETURN COMPLETED FORM TO ADJUDICATION COORDINATOR AT MINISTRY OF EDUCATION AND CHILD CARE ON OR BEFORE SEPTEMBER 27, 2024 **NO LATE REQUESTS WILL BE ACCEPTED**

COMPLETED REQUEST FORM MUST BE SUBMITTED VIA EMAIL TO: EDUC.Adjudication@gov.bc.ca

If you have not received an email confirmation from Ministry of Education and Child Care within 3 business days of sending request, contact the Adjudication Team at inclusive.education@gov.bc.ca