

**REQUEST FOR SPECIAL FORMAT MATERIALS and
School-Authority Approved Diploma Exam Accommodations**

Diploma Examination Program 2016–2017

Session: November January April June August

SCHOOL: _____ SCHOOL CODE: _____

JURISDICTION: _____ JURISDICTION CODE: _____

NAME OF PERSON PLACING ORDER (PLEASE TYPE): _____

EMAIL OF PERSON PLACING ORDER (PLEASE TYPE): _____

For each subject, indicate the types and quantities of accommodations and special format materials required (accommodations, non-SFM type are tracked for reporting purposes):

Please annotate any Special Format Materials in French (F)

Accommodation	ELA 30-1	ELA 30-2	Social 30-1	Social 30-2	Français 30-1	FLA 30-1	Bio 30	Chem 30	Math 30-1	Math 30-2	Physics 30	Science 30
CD1 (visual impairment)												
CD2 (learning or physical disability)												
MP3*												
Extra writing time												
Frequent breaks												
Scribe												
Large print												
Braille												
Reader												
Sign-language interpreter												
Recorded response												
Franklin Language Master												
Text-to-Speech												
Speech-to-Text												
Ambient Noise												

*Only 1 MP3 file/test will be sent as it can be distributed to a number of devices or via a network.

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Coloured Paper

Subject	Colour	Quantity	Size (regular or large print)	Sample attached if applicable

The special format materials requested above have been approved by the superintendent

_____ Date _____ Telephone Number _____ Principal's Name

Deadlines for submitting form:

November session: October 11, 2016

January session: November 14, 2016

April session: February 27, 2017

June session: April 21, 2017

August session: July 11, 2017

Email this form and/or direct all questions to: Special.Cases@gov.ab.ca using the subject line: **DEP ACC SFM - your school name and school code** (e.g. DEP ACC SFM – Ben Hur High School, 9999)

Your School Authority contact must be copied on the email.