

This Professional Practitioner Certificate is to be completed by a registered medical/health practitioner for a student whose work/attendance during a teaching period or whose academic performance in an assessment item or items, including examinations, has been affected by illness, injury or misadventure. Guidelines for completing this form are included on page 2.

1. Student details and authority

SID _____ Surname _____ Given Name _____

I hereby consent to relevant information being provided by my medical/health practitioner and agree that they may provide verification of this certificate if requested by The University of Sydney. I understand that I must retain the originals of any documents submitted in support of a special consideration request and that the University may require the originals to be supplied at any time during my candidature until my degree has been conferred, or my candidature otherwise terminated.

Student's Signature _____ Date ____/____/____

2. Practitioner assessment

I _____ (name), a registered medical/health practitioner, declare that I had a consultation with the above student on ____/____/____ and in my opinion have:

- determined the student is suffering from _____ OR
- determined the student is suffering from an illness of a confidential nature

We have discussed the nature of the illness that the student is suffering and I have determined that in regards to the student's capacity to attend classes and learn or complete assessment requirements, the student has been assessed as:

Tick	Degree of impact	From (date)	To (date)
	Totally unable to study: The condition has affected the student to such an extent that they are totally unable to undertake the assessment task/attend classes		
	Very severely affected: The condition has seriously impacted on the students ability to complete an assessment task at their normal level of competence/attend classes		
	Moderately affected: The condition has caused considerable discomfort to the student, but has not had a severe impact upon their ability to complete the assessment task/attend classes		
	Not affected: The condition has no impact upon their ability to undertake their assessment task		
	Unable to assess impact:		

Additional Comments:

3. Practitioner details

Practitioner name _____

Address _____

Contact No _____ Provider / Registration No _____

I declare that I am not a family member and do not have a close or personal relationship with this student. I authorise the University of Sydney to contact me or my office to confirm authenticity of this document:

Signature _____ Date* ____/____/____

Medical/Health Practitioner's stamp

* This is the date that the certificate was written and issued

Thank you for taking the time to help the University of Sydney assess the impact of illness, injury or misadventure on this student. The information you provide here will ensure that the assessment process is fair and equitable.

These guidelines have been written to assist you, as a medical/health practitioner, to understand the purpose and use of the University's Professional Practitioner Certificate in the University's special consideration process.

1. Use of the Professional Practitioner Certificate

The University's assessment practices are designed to ensure that conditions are fair to all students, as consistent as possible and that individual students are not disadvantaged by circumstances beyond their control. Generally, illness, injury or misadventure will be taken into account when considering a student's academic performance in a course or unit of study.

This certificate is included in the application that a student submits to the University for special consideration. It will allow the University to verify the student's claim and to determine the form of consideration to be made in light of the student's situation.

The information you supply on this document will be available only to those staff who need access to it in order to carry out their duties. All records will be destroyed in a secure manner in accordance with the University's record keeping requirements.

2. What is special consideration granted for?

The University of Sydney gives special consideration in situations where illness, injury or misadventure affects a student during the semester or examination period, or when a student's ability to prepare for an examination or assessment has been affected.

Students may also be granted special consideration if they have primary carer responsibility for another person at the time of an assessment and if their ability to prepare for or perform the assessment is adversely affected by it. In these instances the University requests that you only provide as much information as legally allowed to respect the privacy of the other individual.

Please be aware that the University has a variety of support services available for students who may be suffering chronic illness or disability. They include disability services (for assessment and examination adjustments), counselling and psychological services and financial assistance. For more information please refer to <http://sydney.edu.au/study/academic-support.html>

3. What information must a Professional Practitioner Certificate include?

The Professional Practitioner Certificate is to be completed by a registered medical/health practitioner within the scope of their practice, who is not a family member or has a close or personal relationship with the student. The Professional Practitioner Certificate must include:

- 1) The practitioner's name, contact details, provider or registration number and signature;
- 2) The **date of consultation**;
- 3) An **evaluation** by the practitioner, psychologist etc. of the duration and degree of impact on the student's ability to attend classes, study or complete assessment requirements;
- 4) The **date the certificate was written and signed**

Please issue the certificate in line with any guidelines provided by your professional association and only in respect of an illness, injury or misadventure that you have observed. Please do not provide post-dated certificates, as these will not be accepted by the University.