

FR5.4

Special Consideration Application Form

This form is to be used if a student wishes to apply for Special Consideration under Open Colleges' (OC) Special Consideration Policy (P05.3). Students should ensure they have read and understood that policy in advance of submitting this form, as Special Considerations is a process that is reserved for exceptional circumstances out of the control of the student, which will prevent the student from completing their course within the original course duration or meeting their existing financial obligations to OC.

Please note: It is the responsibility of the student to provide sufficient and appropriate supporting documentation in support of their application, as this process relies solely on that evidence.

STUDENT DETAILS
Name:
Enrolment Number:
Course:
Email:
Phone:
GROUNDS FOR APPLICATION
Please tick the grounds on which this application is made:
Financial Hardship Medical Grounds Personal Hardship
GROUNDS FOR APPLICATION



INFORMATION / DOCUMENTS PROVIDED IN SUPPORT
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DESIRED OUTCOME SOUGHT
Open Colleges will endeavour to provide an outcome within 20 business days of receipt of the completed application form, and all necessary information and documents.
DECLARATION
warrant that the documents and information I have provided is accurate, complete and not misleading in any way, and that any information that may impact my application has not been omitted.
understand that the application is reliant on the documents and information that I provide, and that OC will be making its decision based solely on this information.
Signature:
Date:

Please return to the Student Resolutions team via email to specialconsideration@opencolleges.edu.au FR5.4 Special Consideration Application Form