



Special Consideration Application Form

For examination or interviews

This form must be received at the College **within 72 hours of** the occurrence of the event or the date on which the assessment was conducted. Applications submitted after this time will not be accepted.

For assessment requirements

This form must be received at the College **on or before** the training/assessment's original due date. Applications submitted after this time will not be accepted.

For regulations/policies

This form must be received **within 72 hours** of notification that a breach of regulation/s has occurred.

Contact information

RANZCOG ID:

Surname:

Given Name(s):

Contact Phone Number:

Email:

Exceptional Circumstances, Special Consideration & Reconsideration Policy

Click to view the [Exceptional Circumstances, Special Consideration & Reconsideration Policy](#).

It is important that applicants read this policy prior to submitting an application for reconsideration of a decision to ensure understanding of the reconsideration process and its requirements, including the grounds for *exceptional circumstances*, the need for relevant supporting documentation (as applicable), and possible outcomes. Please complete the following acknowledgement:

I have read and understand the College's *Exceptional Circumstances, Special Consideration and Reconsideration Policy*.

Reason for Application – Circumstances relate to:

- | | |
|--|--|
| <input type="checkbox"/> Examination | <input type="checkbox"/> Training / Assessment requirement |
| <input type="checkbox"/> Regulation / Policy | <input type="checkbox"/> Other (please specify below) |

Date(s) for which special consideration is requested

Grounds for exceptional circumstances

- Serious illness or injury (physical and/or psychological) including impairment or incapacity and complication of pregnancy
- Death of a partner, immediate family member or close relative
- Acute or substantive illness or injury of a partner, immediate family member, or close relative
- Severe stress resulting from extreme hardship or trauma (e.g. victim of violent crime)
- An event which is caused solely by the effect of nature or natural causes and without any interference by humans whatsoever.
- Other (please specify):

Special Consideration application fee

The current fee for an application for reconsideration of a decision is **AU\$262.00** (inc.GST).

Payment of this fee must be submitted with the request for special consideration. Please ensure that you have enclosed with a cheque payable to 'RANZCOG' or have completed the following credit card details:

Card Type:	VISA	MASTERCARD
Name on Card:	_____	
Card Number:	_____	
Expiry Date:	____ / ____	CSV: _____
Amount Paid:	\$262.00	
Signature:	_____	
THIS INVOICE BECOMES A TAX INVOICE FOR GST PURPOSES ABN 34 100 268 969		

NOTE: Applications are to be addressed for the attention of the Chairperson of the College body e.g. Education and Assessment Committee, Training Accreditation Committee, SIMG Assessment Committee, who made the original decision and may be submitted by e-mail or regular mail. All correspondence, including supporting documentation, must be submitted to the relevant Chair via the administrator of that Committee at College House or to the relevant Executive Officer for Regional Training Accreditation Committee applications.

Office use only	Received: _____
------------------------	-----------------