EXTRA TIME SAMPLE ASSESSMENT COVER SHEET

This form is intended for use by teachers/tutors to document and evaluate the **application and impact of exam access arrangements** in any given test or exam. All sections should be completed and returned **with the appropriate evidence**, if relevant.

Student Name	
Date	
Subject	
Completed by	

Duration of assessment: .....

Amount of extra time used: .....

Marks achieved in standard time	Marks achieved in extra time	Improvements in marks/grade

How extra time was used:

Tick	
	To complete unfinished questions
	To correct or amend answers
	To expand written responses
	To proofread/check answers
	To focus on securing the marks they are confident about first
	Other (describe):

Teacher/tutor comment:

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Optional student comment

How do you feel your exam access arrangement helped you show what you are truly capable of?