**APPLICATION FOR INDIVIDUAL ARRANGEMENTS ON ENTRANCE EXAMINATION**

**This application is used for applying individual arrangements on entrance examinations.**

Describe your need for individual arrangements in the entrance examination and state your reasons.

**PERSONAL INFORMATION**

|  |  |
| --- | --- |
| Family name and first name(s): | Personal identity code:  |
| E-mail: | Tel.: |
| Address:  |

**I APPLY INDIVIDUAL ARRANGEMENTS FOR (Name of higher education institution and study programme)**

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* I have dyslexia
* I have another reason for which I need individual arrangements

**If applying for some other reason, describe it in the following box**

**SPECIFY THE TYPE OF INDIVIDUAL ARRANGEMENTS YOU NEED** (e.g. additional time, separate room, use of computer etc.

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|  |

Date: ­­­\_\_\_\_\_\_.\_\_\_\_\_\_.\_\_\_\_\_ Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Name:

**REQUIRED ENCLOSURES**

Please enclose to your application copies of certificates that validate your need for individual arrangements (e.g. a statement of dyslexia, a doctor’s certificate or a similar statement on the type of disability or illness). If you are applying for additional time because of dyslexia, a statement from a speech therapist, qualified special education teacher, psychologist familiar with dyslexia or a specialist (e.g. children’s neurologist, neurologist or phoniatrist) should be enclosed. The statement should indicate that you need individual arrangements for entrance examination. In addition, the applicant should also submit a similar statement, if available, from the Finnish matriculation examination board.

Expiration of statements or certificates will be considered on a case-by-case depending on the permanence of the disability, illness or learning disability. In case of dyslexia the statement must be obtained after applicants 16th birthday. Do not send original copies of any statements or certificates. If you are accepted to a study place, be prepared to present the original copies when the studies commence. Information concerning the applicant’s health is confidential (JulkL 24§).

**SENDING THE APPLICATION**

Print and fill in the application and deliver it with the enclosures to the admission services of each higher education institution you have applied to. For more information, consult the website(s) of the higher education institution(s) you have applied to. Deadlines for delivering the application are as follows:

* Joint application period from 3 to 17 January 2024: **24 January 2024 at 3 PM Finnish time**

Should the need for individual arrangements emerge after the deadline, please deliver the application to the admissions office(s) as soon as possible.

**NOTIFICATION ON GRANTED INDIVIDUAL ARRANGEMENTS**

The higher education institution responsible for the entrance examination will contact you by e-mail or post well before the exam date to inform you on the practical arrangements. If you are dissatisfied with the granted arrangements, contact the higher education institution in question. Notification on granted individual arrangements only applies to the specified study programme / entrance examination and is valid only on the specified exam date.