

IELTS Special Needs Request Form

The IELTS test has been designed to be a fair test. Your English language ability will be assessed objectively, regardless of any disability that you may have. We make every effort to cater for the special needs of disabled candidates.

Candidates requiring special arrangements due to temporary or long-term disability, such as hearing/sight impairment, dyslexia or speech impediment must give three months' notice to the British Council so that appropriate guidance and approval can be obtained from the IELTS Special Circumstances Unit.

All special needs requests need to be supported by a Medical Report in English. Arabic Medical reports need to be translated officially in English. You will receive a call/email from the Exams department within 3 working days of submitting this request.

Name	
Preferred Test Date	
Module	Academic <input type="checkbox"/> General Training <input type="checkbox"/>
Mobile	
Email	

Modified Material Requested (Tick as appropriate)

Braille papers	Standard English Braille Contracted	
	Standard English Braille Uncontracted	
	Unified English Braille (UEB) Contracted	
	Unified English Braille (UEB) Uncontracted	
Enlarged print papers	18 font	
Listening Material	Special needs CD	
	Lip Reading	
Speaking Material	Brailled	
	Enlarged written prompt	
Administrative Arrangements	Amaneunsis	
	Reader	
Access Technology	Please give full details of the equipment/software to be used	
Extra Time	Candidates can request for extra time to help them complete the test.	
Other(please specify)		

For Office Use Only

CS Staff Sign		Date	
Exams Staff Sign		Date	

Information about Modified Material/Administrative Arrangements

Braille papers	Standard English Braille Contracted	Will be used by Candidates who are Blind. Contracted braille is used by more experienced braille users. It uses the same letters, punctuation and numbers as uncontracted (grade 1) braille, but also uses a contracted system or shorthand where groups of letters may be combined into a single braille cell. Uncontracted braille translates each print character into a braille character or cell.
	Standard English Braille Uncontracted	
	Unified English Braille (UEB) Contracted	
	Unified English Braille (UEB) Uncontracted	
Enlarged print papers	18 font	Modified Large Print (MLP) question papers are suitable for candidates with visual difficulties. The paper is in 18 point font.
Listening Material	Special needs CD	In the special version Listening CD, there are additional pauses for candidates to write their answers and the Listening texts are heard twice. This version is suitable for candidates who either need extra time to write their answers while listening to the recording or are unable to write their answers while listening to the recording
	Lip Reading	This is suitable for candidates with severe hearing difficulty but who can lip-read in English. The Listening texts are read out to the candidate by a suitable member of the test centre staff.
Speaking Material	Brailled	In part 2 the candidate receives a Braille version of prompt Card
	Enlarged written prompt	In part 2 the candidate receives an Enlarged Written prompt Card
Administrative Arrangements	Amanuensis	A person who transcribes a candidate's answers. The candidates can dictate their answers to an Amanuensis.
	Reader	Candidates who read slowly or with great effort can benefit from a reader
Access Technology	Please give full details of the equipment/software to be used	Specialist Equipment or devices can be used. E.g. Screen Reader, Electronic Listening Aids, Screen Reading Pens, Screen Magnifiers, Braille Displays, Braille Note takers, Braille keyboards, Voice Recognition Software. Candidates will be required to bring their own equipment in this case.

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Exams Staff Sign		Date	