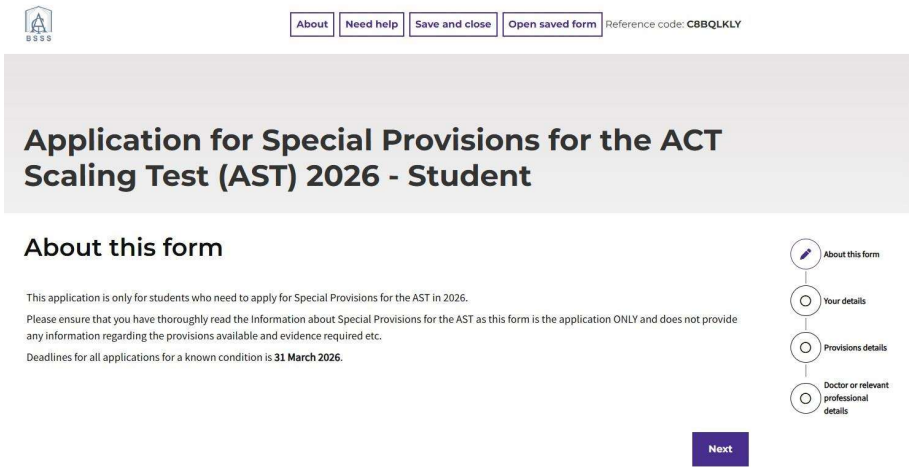
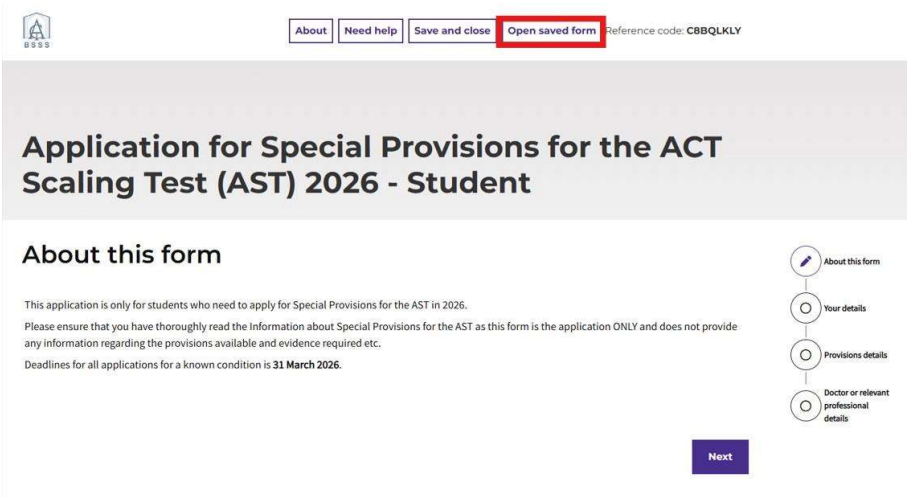
Help for Student Form - 2026

Step 1: ‘About this form’ Page

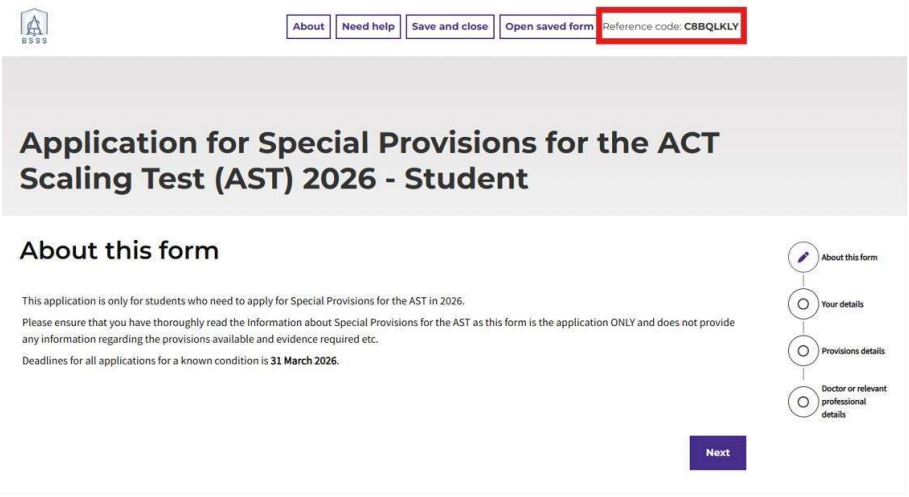
When you open the form, make a note of the **Reference Code** and **press SAVE**. This way if you accidentally close the window, you do not need to start the process again. Forms left open for 24hrs without saving will no longer be accessible and you will need to begin again.



If you do close the window, you can click **Open saved form**



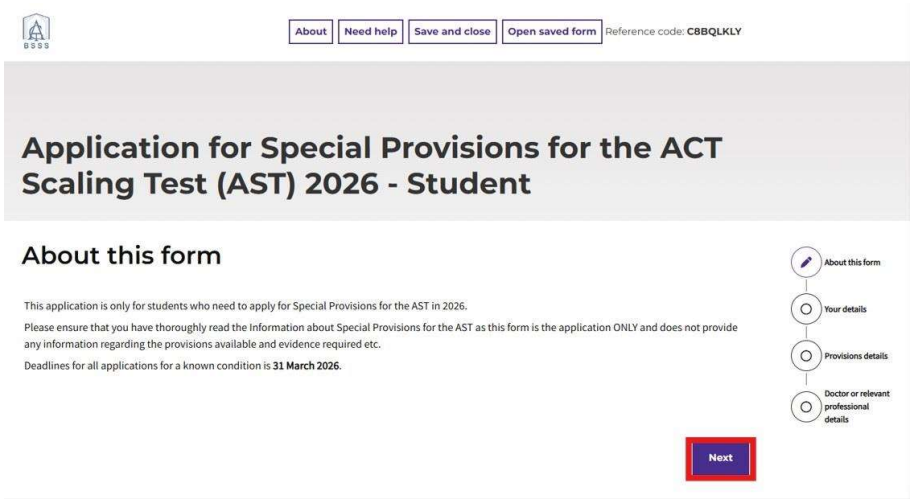
and put in your reference code in.



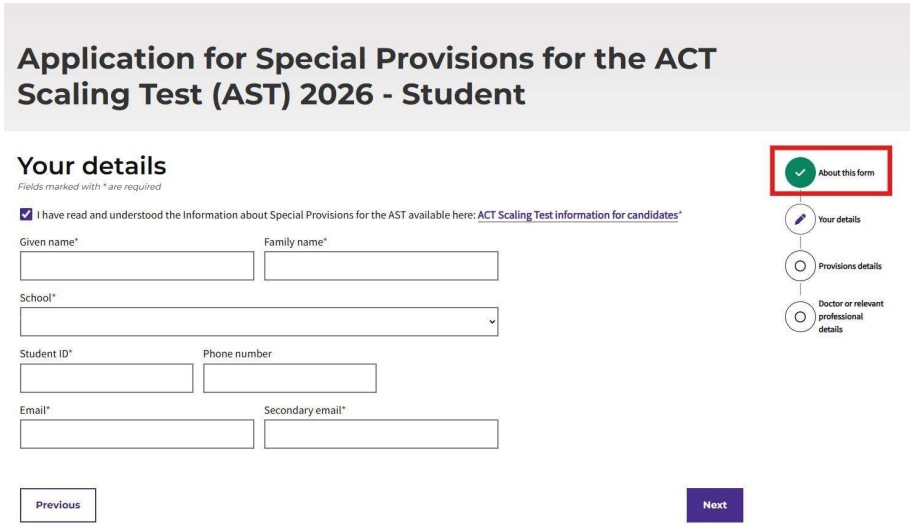
Keep your Reference code on hand, even once you have submitted the form.

Step 2: 'Your details' Page

When you are ready, click '**Next**'.

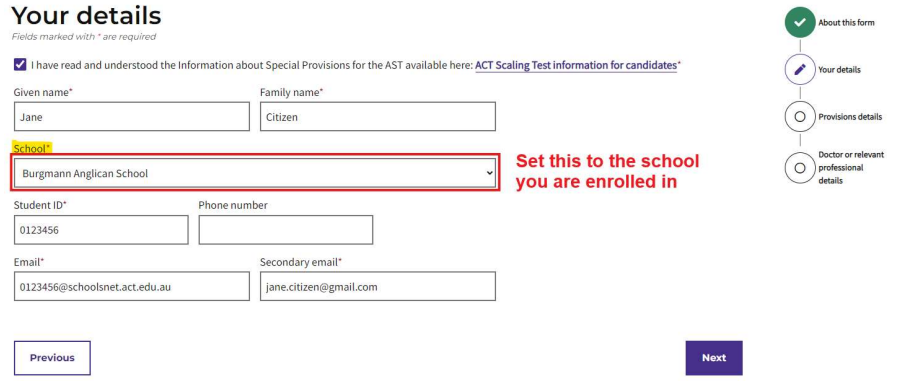


After you click '**Next**', there should be a green tick next to 'About this form'.



Complete your details. Required fields are indicated with a red *.

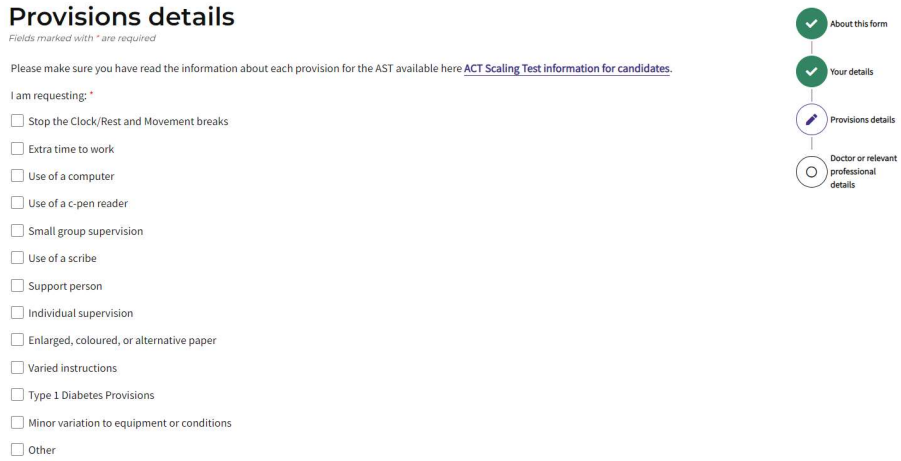
The **School** you are selecting is the one you are enrolled in.



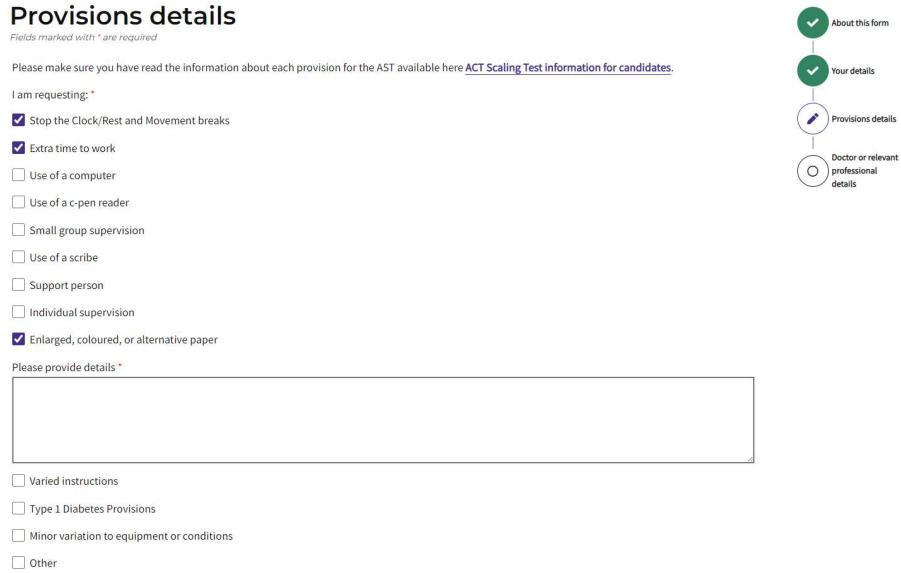
Double check that all details are correct before you click '**Next**'.

Step 3: ‘Provisions details’ Page

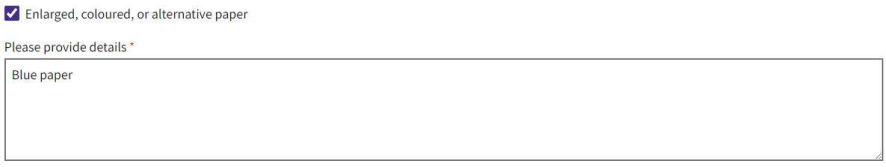
This page will allow you to indicate which provision(s) you are applying for.



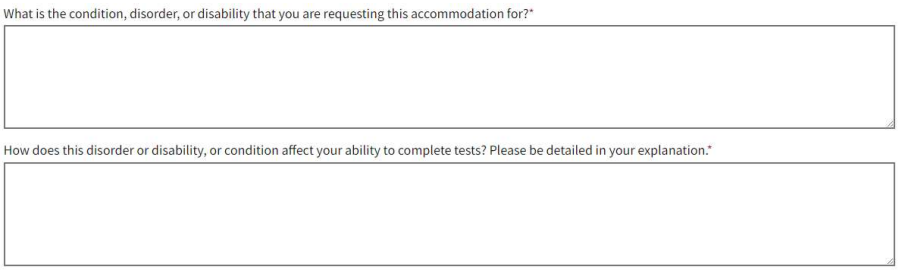
You can select more than one provision.



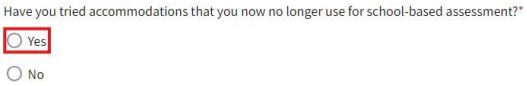
If the provision(s) you have select requires additional details, please be specific about your requirements for this provision.



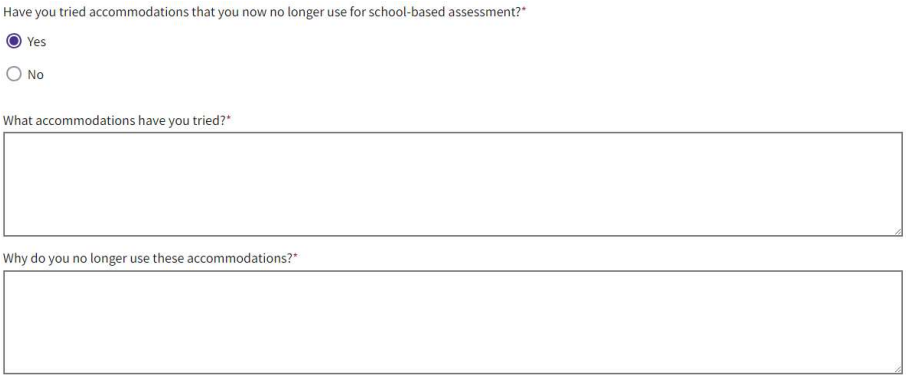
For the provision(s) you have selected, you need to list the condition, disorder, or disability and how this impacts your ability to complete the test.



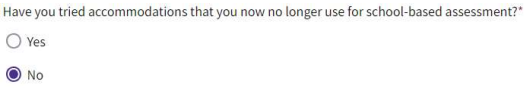
If you have tried any accommodations which you do not currently use, click '**Yes**'



Additional sections will pop up. Please fill them out with as much detail as possible.

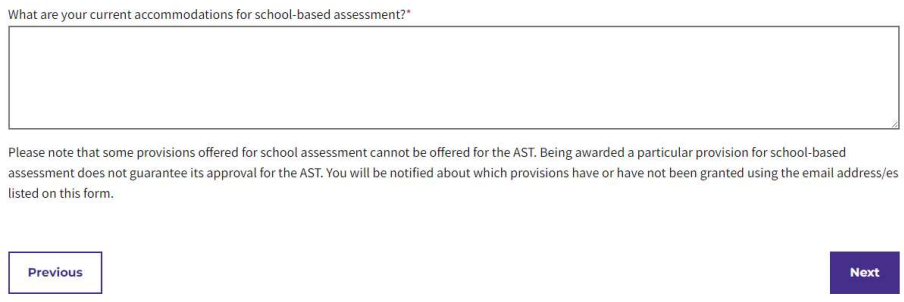


If you are currently using the accommodations provided to you by the school, click '**No**'



If you click '**No**', the form will stay the same.

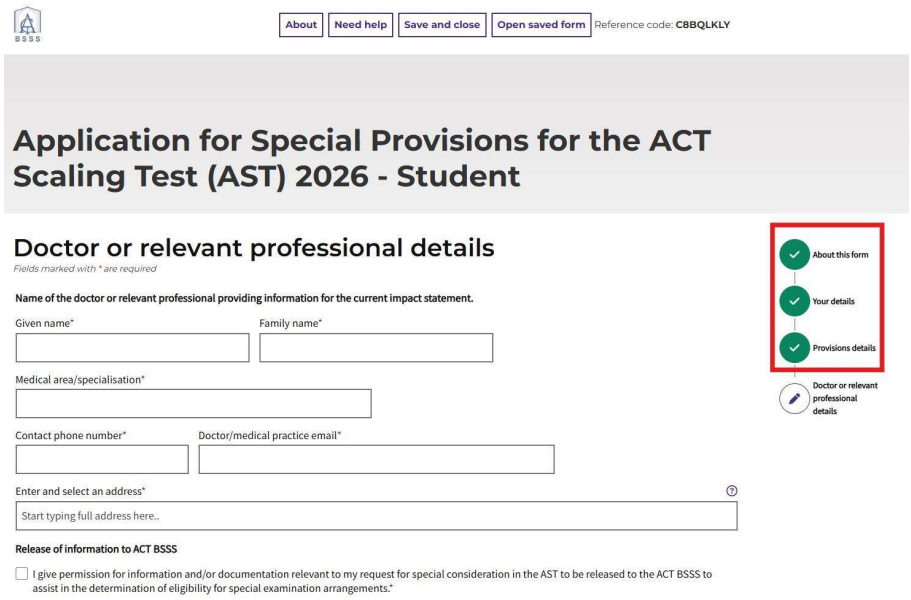
Please list the current accommodations you use for school-based assessments.



Double check that all details are correct before you click '**Next**'.

Step 4: 'Doctor or relevant professional details' Page

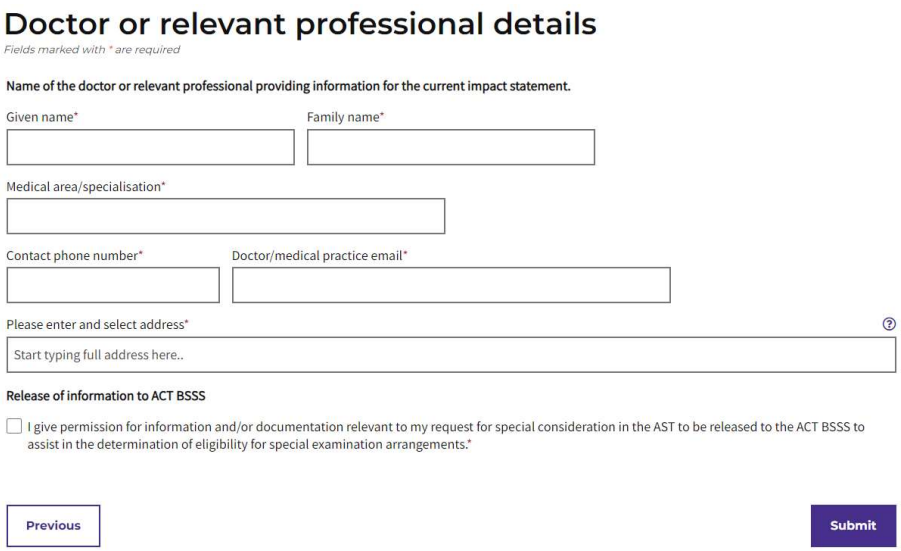
This page requires you to enter your Medical Practitioner's details.



Fill out the required sections.

Please ensure all details are correct before you click '**Submit**'.

If the email address is incorrect, it will not be delivered to the Medical Practitioner, and you will need to complete a new application.



After you have submitted your form, be proactive and contact your Medical Practice to check if they or the Medical Practitioner has received the medical form. They may ask you to make an appointment with your Medical Practitioner, so you are in attendance when your Medical Practitioner fills out the medical form.

If the Medical Practice cannot find the form in the email inbox, ask them to check spam/junk folders - searching for SmartForms@act.gov.au[1]

[1] mailto:SmartForms@act.gov.au