**Access Arrangements Form**

**Details of Individual**

|  |  |
| --- | --- |
| **First Name** |  |
| **Last Name** |  |
| **Date of Birth** |  |
| **CIWM (WAMITAB) Number** |  |

* **Metal Recycling Contractor Competency Scheme (MRCCS) Test**

**Select the test option you will you be taking**

Operative test Supervisory test

* **Continuing Competence Test**

**Select the activity specific test will you be taking**

Generic test only

Aerobic composting Landfill – inert waste

Anaerobic digestion Landfill – non-hazardous waste

Clinical waste Metal recycling sites

Contaminated land remediation Transfer – hazardous waste

End of life vehicles Transfer – non-hazardous waste

Land spreading Treatment – hazardous waste

Landfill – closed Treatment – non-hazardous waste

Landfill – hazardous waste Waste Electrical and Electronic Equipment

**Is the reasonable adjustment for:**

A long-term problem A short-term problem

**For CIWM (WAMITAB) use only**

Approved

Partially Approved

Refused

**Select an access arrangement:**

**Notes:**

Reader Scribe

Extra time

**Evidence**

**Date:**

**Signature:**

Indicate disability under Equality Act 2010:

Indicate enclosed documents as supporting evidence:

**Guidance for Use**

**Evidence of Need**

The following evidence is required to justify a reasonable adjustment and make access arrangements:

* Diagnostic assessments of reading, comprehension, writing, spelling or cognitive processing.
* A letter from a consultant/ doctor.
* A supporting letter from a workplace manager/supervisor.

If full assessment for learner with learning difficulties is not available then supporting letter from workplace supervisor will be considered by CIWM.

**Submission to CIWM (WAMITAB)**

Submit this form and accompanying evidence to [info.admin@ciwm.co.uk](mailto:info.admin@ciwm.co.uk). If CIWM approves your application, you will receive a confirmation email within 5 working days. You will then need to contact Pearson VUE 24 hours after approval, in order to schedule a test with an ‘accommodation’ at the test centre.