Academic Progress Committee Medical Report Guidelines

1. Medical reports presented to an Academic Progress Committee (or an appeal from an APC decision) are most valuable to the decision maker where –

1.1 the report is prepared by a treating practitioner;

1.2 the practitioner is a registered practitioner such as a medical doctor, medical specialist, psychologist or psychiatrist;

1.3 the report is recently prepared or, for older reports, the content has continuing application to the student’s condition;

1.4 the report is detailed and, where possible and with the student’s consent, addresses –

1.4.1 the diagnosis
1.4.2 when the condition arose
1.4.3 the impact of the condition (and its symptoms) on the student and their ability to study or study performance/progress, and the timeframe for this impact
1.4.4 the prognosis and timeframe for improvement in the condition
1.4.5 the likely future impact of the condition on the student’s ongoing ability to study, study performance and progress in the course.

2. The Academic Progress Committee will look to identify credible evidence is produced of a health condition or a disability and its impact on the student’s academic study. The form and detail of this evidence may vary, and there is no single format or content required.

3. Each student’s case is judged by the Academic Progress Committee on its individual merit, and not by reference to another student’s case.