Dyslexia Action
Continuing Professional Development Programme

Exam Access Arrangements:
Mentored Training for Form 8 Writing (EAA) Course
Syllabus, Dates and Fees

January 2018 v1.2
(Part 1 of 2)

www.dyslexiaaction.org.uk
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Entry Requirements

The EAA course is open to candidates who hold one of the following:

Membership (MDG) or Fellowship of the Dyslexia Guild

A specialist qualification in assessment at Level 7 such as:

- Level 7 Professional Diploma in Dyslexia and Literacy
- Level 7 Professional Certificate in Assessment Practice for Dyslexia and Literacy
- Dyslexia Action Level 7 Postgraduate Certificate or Diploma in specialist assessment practice
- OCR Level 7 Diploma in Teaching and Assessing Learners with Dyslexia/SpLD
- CCET or CPT3A AND the Real Training Professional Report Writing Course
- An AMBDA accredited course

Why take this course?

The Access Arrangements course is designed for qualified assessment professionals who are required to make pre-examination adjustments and reasonable adjustments for examination candidates with special educational needs, disabilities or temporary injuries.

This Access Arrangements course reviews the requirements of the latest JCQ Regulations in the context of current legislation; reviews the process for applications for access arrangements; examiners’ relevant case studies and gives practice in the completion of JCQ Form 8 reports in support of Examination Access Arrangement requests.

The course will cover any changes to the JCQ regulations: if you have previously studied this course then it may be useful for you to update your practice with this latest course.

What does the course provide?

The Access Arrangements course is run as an e-learning course via Moodle our virtual learning environment. It takes on average about 35 hours over 6 weeks to complete the whole course depending on prior experience (five hours of the total learning hours for this course are recognised and accredited by SASC).

The course provides:

- Review of the latest JCQ Regulations for Exam Access Arrangements
- Revision and updating for specialist teachers on the completion of the Form 8 for EAA
- Brief coverage of theoretical background and technical terms
- Discussion of case studies and report writing
- Useful handouts e.g. collation documents for centre record of history of need and provision for new Form 8
- Discussion forum to share questions and ideas and to keep up-to-date
- Participants should be familiar with the JCQ regulations for Access Arrangements and Reasonable Adjustments which are updated every year for the academic year beginning September. This document can be downloaded at: https://www.jcq.org.uk/exams-office/access-arrangements-and-special-consideration/regulations-and-guidance/acce
Other Useful Reading


**What will this course allow me to do?**

**Qualified specialist assessors** will, on completion of this course, be able to:

- Update their professional practice through an accredited CPD course
- Identify and interpret the latest JCQ regulations
- Select appropriate assessment tests used for the purposes of access arrangements
- Confidently complete the Form 8 report and return the relevant information required for the purposes of Examination Access Arrangements

**Demands of the Course**

The EAA Course is delivered through online learning, enabling a flexible form of study. Candidates will need to develop good personal time management and to prepare the study skills relevant to e-learning. Candidates will require a quiet and clear space in which to work. Candidates will need to be able to balance the demands of their studies with existing work and home commitments in order to gain the qualification.

The course is managed by tutors who will be expecting participants to fully engage with the course from the outset. There is no requirement to be online at any specific time during your course, but forum discussion of the case studies is a compulsory requirement of the course. Participants are required to submit the course assignments by the deadlines.

**PLEASE NOTE:**

- Participants spend the first two weeks working on a compulsory induction course, which includes key text reading and assessment test familiarisation. The main EAA course site is then released and runs over a period of 6 weeks (January and March courses).

- Dyslexia Action Training reserves the right to cancel a course if there are insufficient participants.

- **Please note:** During the course of each academic year the content of individual courses may change to reflect programme development and updating processes.
Course Dates

<table>
<thead>
<tr>
<th>Code</th>
<th>Latest Registration Date</th>
<th>Induction Course Starts</th>
<th>EAA Course Starts</th>
</tr>
</thead>
<tbody>
<tr>
<td>EAA</td>
<td>21 Jan 2018</td>
<td>24 Jan 2018</td>
<td>24 Jan 2018</td>
</tr>
<tr>
<td></td>
<td></td>
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<td>21 Mar 2018</td>
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The course can be taken at different dates scheduled throughout the calendar year. Dates for the 2018/19 academic year will be released during the summer. Please contact us for further information.

Fees for Academic Year 2017 -2018

- £285 plus VAT* for Dyslexia Action Guild members
- £295 plus VAT* for non-Dyslexia Action Guild members
- Fees must be paid for by debit/credit card at the time of registration. All fees are subject to an annual increase.

*Please note that if your payment is being made by a UK VAT-registered company, you should be able to reclaim the full amount of VAT applied to your course. If you are paying from overseas via a VAT-registered organisation you may be able to reclaim VAT charged under the electronic cross-border refund system. For guidance on reclaiming VAT please visit [https://www.gov.uk/reclaim-vat](https://www.gov.uk/reclaim-vat).

Registration

Registration for all courses is online only. The registration deadline is one week prior to the start of the course. Your registration will be checked to see if entry criteria are met and course joining details will then be sent to you.

Participants may have to study for an additional few weeks beyond the end date, if they are asked to amend and re-submit their assignment portfolio.

We cannot guarantee that this course will be offered in subsequent years although a suitable alternative will usually be provided.

Contact Details

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