

ESV AGREEMENT REGARDING APPROVAL OF SPECIAL CONSIDERATION FOR THE LICENSED ELECTRICIAN'S ASSESSMENT

Applicable to all licence types where the Licensed Electrician's Assessment forms part of the criteria for a licence application

Special consideration agreement

Energy Safe Victoria (ESV) have agreed that special consideration applicants must undertake the following process in order to be considered for a maximum additional 30 minutes time for the Licensed Electrician's Theory (LET) component of the Licensed Electrician's Assessment (LEA).

Before applying for special consideration for the LET the applicant must complete the following steps:

1. The applicant must have attempted the LET at least once and failed
2. The applicant must have achieved a mark of at least 50% or more
3. As the applicant, you must speak with your teachers about the difficulty you are/will experience and be able to provide evidence of this discussion to ESV as part of your submission
4. As the applicant, you must have requested and received a paper review
5. As the applicant, you must demonstrate that you have attended a one-to-one interview with an assessor to review your most recent LET attempt
6. As the applicant, you must have undertaken a course of training or tutorial for the LET. This must be undertaken after completing the paper review, and prior to requesting special consideration.

A special consideration submission can then be provided to the ESV licensing manager with the following documents:

1. Covering letter providing information which explains your request for special consideration
2. Copy of LET results showing failure mark of 50% or more
3. Letter from your school which supports your request for special consideration following discussion
4. Evidence that a paper review has been completed
5. Evidence that a one-to-one interview with an assessor has been completed
6. Confirmation/evidence that you have completed an LET tutorial after the paper review has been completed. This may be provided via proof of an enrolment at a registered training organisation (RTO), or a statement/letter from an RTO which states that the required/identified tuition was undertaken.

It is only on these grounds that special consideration for the LET will be considered by ESV.

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The following grounds for special consideration also apply

Scribe/interpreters

Facilitators of the LET assessment have agreed that they will accommodate such requirements; however it will be the responsibility of the applicant to arrange such requirements on a user payment basis, prior to the examination.

Arrangement for the use of specialist services must be done in conjunction with your teacher, who is required to substantiate to ESV why these requirements will be necessary. Only ESV can authorise these special requirement submissions.

Please note, such consideration may incur considerable expense.

Medical grounds

ESV is responsible for authorising all applications for special consideration on medical grounds. Special consideration on medical grounds may be considered for all LEA assessments. This may include, but is not limited to, time extensions, including occasions where more than 30 minutes is required or one/one exam situations, due to anxiety or stress disorders.

Please note, the applicant will be responsible for any costs incurred as a result of this requirement. Facilitators of the LEA assessments have the right to request recovery of the costs from the applicant for:

- One/one exam conditions
- Extension of time for more than 30 minutes

No medical grounds submissions will be authorised without appropriate consultation with an appropriate authorised person from the assessment body carrying out the assessment. Medical grounds submissions must be supported by appropriate doctors, psychologists or specialist reports, which substantiate your illness or condition.

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This agreement is made in the interest of fairness, as a demonstration of impartiality, and to ensure the fair and objective treatment of all applicants undertaking the LEA in the State of Victoria.



Paul Fearon
DIRECTOR OF ENERGY SAFETY

AGREED EFFECTIVE FROM: 12 JUNE 2009
UPDATED: 15 JULY 2015