

## Applying for COVID related derived grades for examinations in 2021

An application for a COVID related derived grade can be made to NZQA for any student who is unable to sit an external exam under Alert Level 2 because they:

- are isolating following medical or public health advice
- demonstrate COVID symptoms at the exam and are refused entry
- have underlying medical conditions that mean they are at a higher risk of severe illness from COVID-19 and are not fully vaccinated as per Ministry of Health guidelines <sup>i</sup>
- are in a region subject to lock down, while their enrolled school is not

For examinations taking place under Alert 2, an application can be made for a student with [Underlying medical conditions](#) during the period 1 October until December 14. At Level 1, students with compromised immunity are expected to attend their examination, and follow [Covid-19 advice](#) for keeping safe.

### How to apply

Schools make applications in the usual way through the Derived Grade Tool in the school's Provider Login in 2021, using the following reasons in step 1 and evidence source in step 2.

REASONS	Sources of EVIDENCE
Isolating or staying at home as per MoH guidelines	Evidence of COVID testing PN/DP attestation
COVID symptoms at the exam	PN/ECM attestation
Compromised immunity/medical condition	(School held) medical evidence
Locked down in a region	PN/DP attestation
Other	Other

Note: Other requires details to be provided in the derived grade application

### What evidence is needed

#### ***Students who turn up at an exam centre with COVID-like symptoms***

The Principal's Nominee or Exam Centre Manager can ask a student to stay away from the exam if they have COVID-like symptoms. While the student should be advised to get a COVID test, the school cannot require this. No additional evidence is required. An application for this event will apply only to the date of the exam.

If the student does not attend further exams, the school needs to make a further derived grade application for them for either a COVID related reason or using the normal derived grade process.

#### ***Students who are isolating while waiting for a COVID test result***

The Principal's Nominee needs to be provided with evidence of testing.

### ***Students who are isolating because of compromised immunity***

Schools will generally know who these students are and can use the evidence held as their record. There is no need for a current medical certificate for the application to proceed.

### **What school record is needed**

The school needs to keep a record of the COVID related reason and evidence sighted for each student, as per this [spreadsheet](#). NZQA does not require students to complete a derived grade application form.

**All other medical, trauma, event and misadventure applications must use the [normal derived grade process](#) including completing an application form and providing supporting evidence.**

---

<sup>i</sup> [Current MoE advice to schools](#) advises that children vulnerable to the illness may choose to stay at home at Alert Level 2. [This vulnerability is defined in Covid-19 guidance](#) and by the Ministry of Health which also advises on [medical conditions, compromised immunity, and those at risk](#).