



Remote invigilation incident report

This form is to be completed and submitted by the student taking the remotely invigilated assessment, to notify AAT of an event that disrupted or disadvantaged them during their remotely invigilated assessment.

Any request for Reasonable Adjustment or Special Consideration must be completed by the training provider who scheduled the assessment, in line with the existing process – see the [dedicated webpage \(aat.org.uk/assessment/rasc-guidance\)](http://aat.org.uk/assessment/rasc-guidance) for further information.

All incident reports must be submitted to cba@aat.org.uk by the end of the next working day following the assessment.

Name	
AAT Member ID	
Email address	
RI Assessment	
Assessment date	
Training Provider	

Summary if incident(s):

Did the incident occur before or during the assessment?	
If before, select an option from the dropdown, or free type, and provide more details in the Additional information box below	
If during, select an option from the dropdown, or free type, and provide more details in the Additional information box below	

Additional information – please provide as much additional information as possible below, including what task(s) the issue occurred on, what impact it had on you and, if applicable, how you resolved it:

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Declaration:

I confirm that the information provided is accurate:

Name:	Date:
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All completed incident reports must be emailed to cba@aat.org.uk by the end of the next working day following the assessment.