APPLICATION FOR EXTENSION TO COMPLETE ASSESSMENT 2020

Extensions are normally given only for reasons of ill-health or on compassionate grounds; work and life pressures that could be planned for are not valid grounds for extension. If a student requires an extension on an assignment they can apply to the Academic Registrar on the prescribed form with full supporting evidence prior to the due date of that assessment. Normally extensions will be given for no longer than two weeks and will not be granted past the end of semester. Each application will be considered on its own merits.

Please return this form to Neroli Hollis, Academic Registrar, **registrar@carey.ac.nz**

Student Name

Email

Student ID Number

COURSE DETAILS

Course #
e.g MB 531

Course Name
e.g Introduction to the Old Testament

Type and Name of Assignment

Due Date

day month year

Length of Extension required *(maximum of two weeks)*

REASONS FOR EXTENSION REQUEST

- ☐ Illness — please provide Doctor's Certificate
- ☐ Bereavement — please provide details of relationship
- ☐ Other — please attach further information for consideration

I have read the Extensions Policy in the Academic Regulations & Calendar ☐ Yes ☐ No

Signature of Student

signature

day month year

Academic Registrar

Approved ☐ Yes ☐ No If yes, new date for submission:

day month year

signature

day month year

OFFICIAL USE ONLY

Lecturer informed of outcome