

Extension Request Form

This form should be used to request for any extension of deadlines for a unit or for the course and is subject to the approval of the appropriate authority in the Institute.

Name: _____

Student Number : _____

Email : _____

Unit Code: _____

Unit Name : _____

Due Date: _____

Due Date Requested : _____

Assessment Type eg Major Essay, Book Review, Case Study, etc : _____

Reason: _____

Please ensure that you provide a medical certificate (where applicable) or supporting documents with this application.