



Request for Extension Form

Name: Course: Year:

Class Teacher: Weighting: Date Due:

Name of Assessment Task : Nature of Task: *(please circle)*

Examination

Performance

Assignment

Field Work

Portfolio

Research Activity

Practical Task

Speaking Task

Viewing Task

Written Task

Other (please specify):

Section A

Date of Assessment Task:/...../.....

Reason for application (attach supporting letter or documentation as necessary)

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.....
.....

State sufficient details to support your case for consideration, to gain an extension of time.

Signed (Student) :

Date:/...../.....

Signed (Parent) :

Date:/...../.....

Section B

Head Teacher's Comment:

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Signed:

Date:/...../.....

Form Issued on:/...../..... Form Received on:/...../..... By:

Section C

Decision:

.....

Signed:

Date:/...../.....