

**APPLICATION FOR EXTENSION / ALTERNATIVE  
ASSESSMENT ARRANGEMENTS**

Student Name: \_\_\_\_\_ Year Level: \_\_\_\_\_ Connect: \_\_\_\_\_

Subject: \_\_\_\_\_ Assessment Task: \_\_\_\_\_

Teacher: \_\_\_\_\_ Assessment Date: \_\_\_\_\_

- Application for extension
- Absent on the due date of an assignment
- Absent on the due date of exam/test/oral presentation
- Absent for ALL or PART of formal assessment session

**REASON FOR EXTENSION / ALTERNATIVE ARRANGEMENTS:** \_\_\_\_\_

\_\_\_\_\_

**Parent / Carer Section**

**Medical Certificate / Evidence supplied**

*Details in support of the request or alternate arrangements* \_\_\_\_\_

\_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**Teacher Section**

Teacher Comments / Recommendations: \_\_\_\_\_

\_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**HOD / Deputy Principal / Principal Section**

Approval  Yes  No Extended Due Date: \_\_\_\_\_

Comments: \_\_\_\_\_

HOD / Deputy Principal / Principal Signature \_\_\_\_\_ Date: \_\_\_\_\_

Entered on OneSchool (Career/Review & Monitoring and Select Referral to Teacher)

**New Exam Schedule – for use by Deputy Principal**

Subject Code	Name of Paper	New Date of Exam	Location

Student emailed rescheduled exam details with CC to subject teacher / HOD / Year Level Administrator: