

Application for Extension of Time for submission of an Assessment Task

The EX form should be completed by ACU students applying for an extension of time for submission of an assessment task. The completed and signed form must be submitted to the relevant Lecturer-in-Charge prior to the due date of the assessment task.

NOTE: The outcome of this application will be advised via your ACU student email address, it is your responsibility to regularly check this account.

SECTION A - STUDENT INFORMATION

Student Number

Family Name Given Name(s)

Course Campus

ACU Student Email Address

Unit Code and Title

Lecturer in Charge

SECTION B - DETAILS OF APPLICATION

Brief description of assessment task (include number and/or title):
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.....
.....

Due Date Requested Due Date

Reason for seeking extension (attach all documentary evidence)
.....
.....
.....

Student Signature Date

OFFICE USE ONLY

TO BE COMPLETED BY LECTURER-IN-CHARGE:

Date Application Received: Approved Not Approved

Lecturer-in-Charge: Date:

Student Notified (via ACU student email): Yes No