



# St. Ursula's College

## Application for assignment extension – Senior School (Year 11 and 12 students)

*(Request must be made at least 3 school days prior to due date.)*

Date of application: \_\_\_\_\_

Name: \_\_\_\_\_ Year level: \_\_\_\_\_

Subject: \_\_\_\_\_ Teacher: \_\_\_\_\_

Assignment task: \_\_\_\_\_

Reason for extension (please check)

- Medical reasons *(certificate attached)*
- Other *(please provide details and/or attach evidence)*

\_\_\_\_\_  
\_\_\_\_\_

Task distributed on: \_\_\_\_\_ Task due date: \_\_\_\_\_

Parent/Guardian signature: \_\_\_\_\_ Student signature: \_\_\_\_\_

Teacher to complete

Checkpoint date/s: \_\_\_\_\_ Draft or conference date: \_\_\_\_\_

**Satisfactory/unsatisfactory evidence of work completed at this time.**

Further information to support decision:

Teacher signature: \_\_\_\_\_ Date: \_\_\_\_\_

Head of Department to complete & notify Deputy Principal (Teaching and Learning) for AARA application

Extension granted. Adjusted due date: \_\_\_\_\_

Extension denied. \_\_\_\_\_

Head of department signature: \_\_\_\_\_ Date: \_\_\_\_\_

**Copy affixed to student response.**

**Copy uploaded to TASS AARA**

**Copy given to Deputy Principal**

**submitted to QCAA portal**