**Dean’s Extension Application Form**

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| This form is used to request an extension for an assignment beyond the end of the semester. A Dean’s Extension should be applied for prior to the work being due and in the case of extension on medical grounds students must present a medical certificate. Once approved this form is attached to the submitted work. | |
| **Section A: Student Information** | |
| Student ID Number: | |
| Family Name: | Give Name(s): |
| Contact Details (phone/mobile/email): | |
| Course: | |
| Unit Code: | Lecturer: |
| Unit Title: | |
| **Section B: Details of Application** | |
| Brief Description of Assignment:  ………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………..  Current Due Date: …………………………………………………….. Requested Due Date: …………………………………………………….  Reason for seeking Extension (attach all documentary evidence):  ……………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………… | |

Student’s Signature: …………………………………………………………………………………. Date: …………………………………………….

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| **Section C: Approval** *(To Be Completed By YTU Academic Dean)* |
| *Approved Due Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_*  *Academic Dean: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_*  *Date Lecturer advised: ­­­­­­­­­­­­­­­­­­­­­­­­­­­­­­­­­­­­­­­­­­­­­\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_* |