



# Application for Deferred Assessment

For assessment in or after the final week of teaching

Semester/Trimester \_\_\_\_\_ 20 \_\_\_\_\_  
Please circle

Student No \_\_\_\_\_

Facility/School \_\_\_\_\_

Surname \_\_\_\_\_

Location/Campus \_\_\_\_\_

Given Names \_\_\_\_\_

Unit Code	Unit Title	Enter each exam or assessment item you wish to defer (e.g. assignment 2)	Enter exam date or current due date of other assessment

Application must be submitted within 3 working days of an exam or the due date of the assessment.

Enter details of the serious illness or other exceptional circumstances that prevent you from completing the above assessment.

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You must attach independent supporting documentation including a detailed medical certificate if the application is on medical grounds.

Deferred assessment will not be approved:

- For illness or other circumstances occurring prior to the unit census date. You should instead apply to the Unit Coordinator for an extension for assessments due during this period.
- For circumstances occurring from the census date to the late withdrawal date and not continuing thereafter. You should apply for a retrospective withdrawal. See <http://handbook.murdoch.edu.au/study/units.html#retrospectivewithdrawal>
- If you did not sit an exam because you misread the timetable, forgot the examination, or slept in.
- If you can't attend an exam because it is during your working hours, unless you provide a supporting document showing that your employer has refused you leave.
- If you have sat the exam or submitted the assessment work.
- If you cannot pass the unit.

Full policy details are available at <http://www.murdoch.edu.au/admin/policies/assessment.html#16>

I hereby apply for Deferred assessment in accordance with S.16 of the Assessment Policy. I authorize the University to discuss the supporting documents with the provider if necessary. I declare that the information in this application is true and correct to the best of my knowledge and understand that if any false or misleading information is provided in support of this application that I will be subject to the provisions of the Student Discipline Statute.

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

You will be advised of the outcome of this application by email to the address on MyInfo. This might not always be before the assessment work is due.

Exams and Graduation Office  
Office of Student Life and Learning  
Level 2 Chancellery Building  
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Fax: +61 9360 7807  
Email: [deferred@murdoch.edu.au](mailto:deferred@murdoch.edu.au)