

Application for Deferred In-term Assessment



For Transnational Students

Excluding assessments scheduled in or after the final week of teaching.

This application must be submitted within 3 University working days of the date of the assessment.

Student Name:	Student Number:
Email address:	
Teaching Period:	Campus:

Unit Code:	Unit Title:
Assessment Type:	

Please provide details of the circumstances which will prevent you from completing the scheduled assessment:

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

DECLARATION:

I hereby apply for Deferred in-term assessment. 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 you have recorded on MyInfo.

PLEASE NOTE: Deferred assessments applications will not be considered if:

- you did not attend the assessment because you misread the timetable, forgot, or slept in.
- you cannot attend the assessment because it is during your working hours, unless you provide a supporting document showing that your employer has refused you leave.
- you have planned a holiday or event during the teaching period which conflicts with your attendance requirements.

Unit Coordinator feedback:

Approved

Rejected

Comments:

Signature _____ Date _____