Nanango State High School

Student Request for Assignment Extension/Special Consideration

This form is to be used when a student is requesting special consideration regarding a piece of assessment which can include an extension of the Due Date for a Draft and/or an extension of the Due Date for the Final Copy.

Section 1: Student to complete first

<table>
<thead>
<tr>
<th>Student Name: ______________________________</th>
<th>Form Class: ____________</th>
</tr>
</thead>
<tbody>
<tr>
<td>Subject: _________________________________</td>
<td>Teacher: ____________________________</td>
</tr>
<tr>
<td>Due Date for Draft: <em><strong><strong>/____/</strong></strong></em></td>
<td>Due Date for Final Copy <em><strong><strong>/____/</strong></strong></em></td>
</tr>
<tr>
<td>Date application submitted: <strong>/__<strong>/</strong></strong>__</td>
<td>Assessment Title: ____________________________</td>
</tr>
</tbody>
</table>

Reason for request (supporting documentation to be attached e.g. Medical Certificate)

This application relates to the Draft / Final Copy (please circle)

Parent / Guardian Signature: __________________________ Date: _____/____/_____ 

Section 2: Subject Teacher

Comment: ____________________________________________

Draft sighted Yes / No (please circle) Teacher signature __________________________

Section 3: Head of Department/Administration

Comment: ____________________________________________ HOD/Admin Signature: __________________________

Request supported? Yes / No (please circle) Extended Date: _____/____/_____ 

Please copy the completed form, return copy to teacher and original to student

STUDENT TO ATTACH COMPLETED FORM TO FINAL COPY OF ASSESSMENT OR DRAFT

NOTE:
✓ It is the responsibility of the student to have this form completed PRIOR to the due date for the Draft or the Final copy, whichever the application applies to.
✓ Students collect the form from the Admin Office or download from the school website
✓ Students are to complete Section 1 before handing this form to their teacher.
✓ Completion of this application does not guarantee support for the application.
✓ A separate must be completed for each piece of assessment