

# Early Childhood Education



## Request for Extension on an Assignment

To re-negotiate an assignment submission date, the student must complete this form and provide it to the Course Instructor in writing at least 3 days before the assigned due date. In the case of emergencies, this form and documentation (e.g. Dr's note or evidence of emergency) must be provided to the course Instructor within one week. Otherwise, the assignment will not be accepted and a mark of 0% will be assigned.

Except under extreme circumstances, the new due date must be within 30 calendar days of the original due date.

**Note: The granting of an extension on an assignment is at the discretion of the Course Instructor.**

**Student's Name:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Course:** \_\_\_\_\_

**Course Instructor:** \_\_\_\_\_

**Assignment:** \_\_\_\_\_

**Original due date:** \_\_\_\_\_ **New due date:** \_\_\_\_\_

\_\_\_\_\_  
Signature of Course Instructor

\_\_\_\_\_  
Signature of Student

**Reason(s) for requesting an extension:** \_\_\_\_\_

\_\_\_\_\_

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