

**REQUEST FOR EXTENSION OF TIME OR ALTERNATIVE TASK FORM**  
**School Certificate / Preliminary / HSC Courses**

To be submitted to the appropriate Curriculum Co-ordinator a minimum of 1 week before the task is due.

**Student Details**

I \_\_\_\_\_ hereby apply for an extension of time for the task specified below or and alternative task.

Subject: \_\_\_\_\_

Teachers name: \_\_\_\_\_

Task: \_\_\_\_\_

**Reason for Extension or Alternate Task**

(Documentary evidence from Parent/Doctor to be attached)

**In applying for this Extension or Alternate Task, I assure the Principal that I am not taking UNFAIR ADVANTAGE  
over other students in this course.**

Students Signature: \_\_\_\_\_

Date: \_\_\_\_\_

**Coordinators Response**

I have noted the above request and HAVE / HAVE NOT granted an extension of time or alternate task.

Extension Time: \_ Days and Task is now due on \_\_\_\_\_ or Alternate Task is to be completed by \_\_\_\_\_

Curriculum Co-ordinator's Signature: \_\_\_\_\_

Date: \_\_\_\_\_

*To be completed electronically, printed and signed*

- One copy to be retained by Curriculum Coordinator
- One copy to be placed in Student File
- One copy to be given to the Student

