Department of Politics

**Application for an extension**

* Please complete and email this form to the Department of Politics ([politics@otago.ac.nz](mailto:politics@otago.ac.nz)) **in advance** of the assignment deadline.
* Documentary evidence is required for an extension to be granted. In the case of bereavement, documentary evidence may be requested at the discretion of the course co-ordinator. Please be prepared to supply this evidence if requested.
* Applications for an extension will only be considered for the reasons listed below.
* You will be notified of the outcome of your request by email as soon as possible after you submit both this form and documentary evidence. If your extension is approved, please attach a copy of the approved extension form or email approving the extension (if required by your lecturer) to your assignment when you submit it.

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| Name: |  |
| Student ID : |  |
| Paper code: |  |
| Assignment due date: |  |
| Length of extension requested: |  |
| Email address: |  |
| Reason for extension (please tick one):  \_\_\_ Ill health  \_\_\_ Job interview outside Dunedin  \_\_\_ Provincial or National representative activities  \_\_\_ Personal difficulties of a serious nature  \_\_\_ Bereavement | |

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| **Office use only**  Extension approved: \_\_\_\_\_\_\_\_\_\_\_\_\_ New due date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Lecturer’s signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |