



**AUSTRALIAN
FILM TELEVISION
AND RADIO SCHOOL**



Australian Government

AFTRS

REQUEST FOR EXTENSION TO ASSIGNMENT DATES

Refer to the 2015 Student Handbook Item 24 Student Assessment page 16.

1. STUDENT DETAILS

Name:		Student No:	
Course:			
Subject:			
Assignment Task:			
Attendance Mode:	Full time <input type="checkbox"/>	Part time <input type="checkbox"/>	

2. REASON FOR APPLICATION FOR REQUEST FOR EXTENSION TO ASSIGNMENT DATES

I am unable to fulfil the assignment task for the following reasons and I agree to submit my outstanding assignments by the New Assignment Due Date (attach any documentation to this form such as medical certificates if relevant):

Reason for request:

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Subject Code:	Subject Name:	Original Assignment Date:	Assignment Task:	New Assignment Due Date:

3. STUDENT DECLARATION

I declare that the information I have submitted in this application is true, correct and not misleading. I understand that AFTRS may vary or reverse any decision concerning my application or not process my application if this is not the case, and that giving false or misleading information may also be an offence under the *Criminal Code*. [I authorise AFTRS to contact any person or organisation giving supporting documents for the purpose of verifying the information they contain.]

Signed:		Date:	
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4. PRIVACY INFORMATION

AFTRS requires the information you give in this application, and in supporting documents, to process the application. Where required to meet AFTRS' legal or administrative obligations, AFTRS may disclose information in it to other Australian government entities. AFTRS collects and deals with your personal information according to Australian privacy law and AFTRS' [Privacy Policy](#), which sets out how you may access and correct the personal information AFTRS holds about you, and how you may complain about any privacy breaches.

Office Use Only:

4. RECOMMENDATION AND APPROVAL

Subject Leader/ Specialist lecturer: Recommended <input type="checkbox"/> Not Recommended <input type="checkbox"/>	Signature:
Date of Extension:	