

Application for Late Submission of an Assignment

This application should be sent to Louise Gosbell at academicdean@mac.edu.au, in the week **before** an assignment is due. The application will then be considered by the college.

See the sections on 'Late Submissions' and 'Late Penalties Policy' in your Mary Andrews College current student handbook for information on the circumstances under which an extension may be granted.

Student name: _____ Student number: _____

Unit name: _____ Unit code: _____

Assignment number: _____ Lecturer: _____

Assignment topic: _____

Date assignment due: _____ Date of application: _____

Reason(s) for application: _____

If it is required, has a medical certificate or other supporting document been attached? _____

OFFICE USE ONLY:

Decision:

Date: Initials: Student and lecturer notified: