

**ROYAL HOLLOWAY INTERNATIONAL
ASSESSED WORK EXTENSION FORM**

Please note that extension to the deadline for assessed work can **only** be granted by Mr Gerard Clough or Ms Silke Placzeck. Extensions must be requested at least two working days before the submission deadline. Please see your student handbook for further details.

CANDIDATE NUMBER:

NAME:

NAME OF COURSE:

TITLE OF ASSESSED WORK:

.....

NAME OF TUTOR/MARKER:

DUE DATE:

Extension request due to (tick relevant box):

- medical circumstances (a note from a suitably qualified medical practitioner will be required)
- psychological circumstances (a note from a suitably qualified psychologist or educational psychiatrist will be required)
- other personal circumstances (you will be required to provide a signed statement)

Signed:

Date:

Office Use

Documentary evidence provided: Yes No

Extension agreed until:

Staff signature:

Staff name: Date: