



# Request For Extension Form

MSC KKCC CSSC CSPC

Student Name \_\_\_\_\_ Year 11      Year 12

Subject Level (ticke one)    HL      SL

Teachers Name \_\_\_\_\_

\_\_\_\_\_

Brief information about the task (topic, % of grades, etc.)

**Due Date** \_\_\_\_\_

**If applicable** - attach electronic evidence of what has been done to date. If you do not have an electronic copy (e.g. you have rough notes in a book), provide those to the IB Coordinator directly

**Reason for Requested Extension:**

- MEDICAL (attach original copies of medical certificates)
- APPROVED LEAVE (attach letter from the school)
- UNJUSTIFIED LEAVE – will be awarded non-submission
- OTHER (provide brief information – attach further information if required)

\_\_\_\_\_

Date \_\_\_\_\_ Student's Signature \_\_\_\_\_

Parent/Guardian Signature \_\_\_\_\_ Coordinator's Signature \_\_\_\_\_

Head of Senior School Signature \_\_\_\_\_