



UNIVERSITY OF BRITISH COLUMBIA

FACULTY OF LAW | AT ALLARD HALL

PAPER OR ASSIGNMENT EXTENSION REQUEST FORM

Note: If you are seeking an examination deferral or accommodation, please use the form entitled, "Examination Accommodation Request Form". **Please also read the Examinations Committee Procedures Governing Requests for Academic Concession by JD Students** on-line at <http://www.law.ubc.ca/fishbowl/notices.html>.

*** CONFIDENTIAL WHEN COMPLETED ***

Submit completed form to: Pamela Cyr, Assistant Dean, Students, in the Student Services Office. If you are submitting medical certificates or supporting documentation, you should retain a copy of each document for your records. If you are unable to submit these documents in person, you may fax them to the attention of Pamela Cyr at 604.822.9486.

Note: The Chair of the Examinations Committee, or his/her Delegate, will not consider this request until this form is complete and all information or documentation relating to this request has been submitted. Requests for extensions respecting already missed deadlines must be made no later than 3 days after the due date.

Term:

1 (Fall) 2 (Spring)

PLEASE PRINT CLEARLY

Section 1: To be completed by student.

Last Name: _____ First Name: _____

UBC Student Number: _____ Year of Law School: _____

Home Telephone: _____ E-mail Address: _____

List all courses for which you are seeking an extension:

Course & Section # (e.g. Law 100.003)	Course Name	Instructor	Type of Assignment (e.g. paper, participation, presentation)	Original Due Date	Proposed Revised Deadline Date

Indicate if any of the above assignments are group or partner assignments, and if so, list the name and contact information for your group members or partners (who may be contacted and granted similar extensions if your request is approved): _____

PLEASE TURN OVER AND COMPLETE OTHER SIDE

Is this deferral related to a disability for which you are currently receiving advising from the Disability Resource Centre, Access & Diversity? Yes No

Indicate reasons for this request by circling the appropriate category. Explain these reasons in the space provided below; attach a separate sheet if necessary.

- a) medical grounds b) compassionate grounds c) religious grounds.

Reasons:

Section 2: To be completed by student.

If my request is approved,

1. I agree to submit my course work on or before 4:00 p.m. on the due-dates approved by the Chair of the Examinations Committee or his/her Delegate.
2. I acknowledge that if I do not meet this new deadline, a mark deduction will occur according the Faculty of Law Mark Deduction for Late Assignments policy.

Student's Signature

Date

Section 3: To be completed by Chair of the Examinations Committee or Delegate.

Note: The Chair of the Examinations Committee, or his/her Delegate, will not consider this request until Sections 1 and 2 are complete

- I **approve** this request and:
- have extended the submission deadline until the dates indicated by the student above; or
 - have set the following new deadline date(s):

I **do not approve** this request

Comments:

Authorized Signature

Date