Faculty of Science

TO BE COMPLETED BY DEPARTMENT/SCHOOL

Date form received:

DEFERRED STANDING/EXTENSION OF DEFERRED STANDING INFORMATION REQUEST FORM

ONE COURSE PER FORM

THIS SECTION TO BE COMPLETED BY THE STUDENT

NOTE to STUDENT: You ALSO must have the department/school section completed BEFORE you submit this form in support of your petition.

Student Name _____ **Email:** _____

Student Number _____ **Phone #** _____

Course _____

(You must include the subject, number, credit value, section, term and session. Example ECON, 1010, 3.0, A, F, FW'14/15)

Identify the work to be deferred below:	**Indicate due date of work/date of exam below:**

Note: Providing false or altered information is a breach of the academic honesty legislation

THIS SECTION TO BE COMPLETED BY THE COURSE DIRECTOR OR DEPARTMENTAL/SCHOOL DESIGNATE

This student identified above has submitted/will be submitting a petition for deferred standing or an extension of deferred standing in this course. The student is required to provide departmental/school confirmation of when the work in question was last due or scheduled. Since the Faculty has no provision for re-writing tests or exams, petitions involving a test or exam also require confirmation that the test or exam was not written.

If the deferred work involves a test or exam, please check one of the boxes, as appropriate

☐ **The student wrote the test/exam, and therefore is NOT eligible to petition for deferred standing**

☐ **The student did not write the test/exam** held on _____ **and therefore remains eligible to petition for deferred standing.**

I CONFIRM THE INFORMATION ON THIS FORM

Name of course director or the departmental/school designate: _____

Signature of course director or the departmental/school designate: _____

Date completed: _____

This form must be returned to the student who is responsible for submitting it along with their petition.