



Graduate Student Application for Deferral Of Term Work and/or Final Exam

Instructions: Complete a form for each course in which you are requesting a deferral. Fill out Section 1, then take the form to your instructor to complete Section 2. Submit the completed form plus documentation to the FGSR office. You will be notified of the Dean's decision by return of the student copy of the form.

SECTION 1: To be completed by the STUDENT

STUDENT'S NAME AND ADDRESS, STUDENT ID NUMBER, TERM THAT DEFERRAL IS REQUESTED FOR, DEGREE PROGRAM, PROGRAM AREA

REASON (check one), DOCUMENTATION REQUIRED

Supporting documentation is: Attached To follow
Deferral is requested for the following course: [Primary (lecture) section only]

Table with columns: CRN Number, Subject, Crs Number, Section, Nature of work to be deferred

What was the last date of attendance for the course?

Student's Signature, Date

SECTION 2: To be completed by the INSTRUCTOR

Printed name of Instructor, If given the additional time and upon completion of the work, is there a real prospect of the student passing the course?, Recommended deadline for completion?, Final grade should the work not be completed by the deadline?, Instructor's Signature, Date

SECTION 3: To be completed by FGSR

Date documentation received, Date of Decision, New Deadline for Completion, Adequate/Not Adequate, Approved/Denied, Interim Grade (IN or DE), Dean or Designate's Approval, Date

Dean's notes:

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