

## Undergraduate Student Application for Deferral of Term Work and/or Final Exam

Course Information Complete a form for each course in which you are requesting a deferral  CRN Subject Course Number Section Credit Hours Nature of work to be deferred  REASON SUPPORTING DOCUMENTATION  Acceptable documentation in support of a deferral is included in the Academic Regulation section of the Undergraduate Calendar (https://www.uregina.ca/student/registrar/resources-students/academic-calendars-and-schedule/undergraduate-calendar/index.html)  Please explain reason for needing a deferral:  Requests for the deferral of course work that are made after the scheduled final exam date of a class are subject to the approval of the dean (or designate), Requests must be received within 3 business days of the scheduled final exam date or they will be denied.  Submit this completed form to your faculty, federated college, or academic unit.  Deferrals only count as class registration in the original term of registration and cannot be used to achieve full-time status in a subsequent term. Your personal information is collected under the authority of the University of Regina Act, and in accordance with the Locale Authority Freedom of Information and Protection of Final Exam. If you have any questions about the collection, use, or disclosure of this information by the University, please contact the Head, Access to Information and Protection of Privacy, (306) 585-5645.  Check Box Agree Do-MIMM-YYYY  The University of Regina's official means of communication is through email to your University of Regina email account.  DD-MIMM-YYYY  DD-MIMM-YYYY  DD-MIMM-YYYY  The University of Regina's official means of communication is through email to your University of Regina email account.  DD-MIMM-YYYY  DD-MIMM-YYYY  DD-MIMM-YYYY  Adequate Instructor  Printed name  Adequate Instructor  Printed name  Adequate Instructor  DD-MIMM-YYYY	1 ( ) 1	ease Print) - to be completed b	79 the stadent	11 (50)	(O -1:-:t-)
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Your personal information is collected under the authority of the University of Regina Act, and in accordance with the Local Authority Freedom of Information and Protection of Privacy Act (Saskatchewan) and the Personal Information Protection and Electronic Documents Act (Canada), for the purpose of an Application for Deferral of Term Work and Froatection of Privacy, (306) 585-5545.    Check Box Agree	designate). Requests mu	ist be received within 3 business day	s of the scheduled final exam o		roval of the dean (or
Signature of Student  DD-MMM-YYYY  The University of Regina's official means of communication is through email to your University of Regina email account.  DECISION - to be completed by the student's faculty, federated college, or academic unit  Name of instructor:  DD-MMM-YYYY  Supporting documents received  DD-MMM-YYYY  Adequate Not adequate  Not adequate  Not adequate  DD-MMM-YYYY  Adequate  Not adequate  Not in Good Standing  DD-MMM-YYYY  Not in Good Standing  NP(Not Passed) grade if DE not completed  NP(Not Passed) grade if DE not completed  NP(Not Passed) grade if DE not completed  NP (Not Passed) grade if DE not completed.  Sy/S class:  The course you are approving is not within your academic unit please consult the department head of the course.  Check to confirm approved application has been sent to the Registrar's Office.  DE and IN grades entered by the RO are displayed on the DOME class list.  Signature of Dean, Director, or  DD-MMM-YYYY  DD-MMM-YYYY  Check to confirm approved application has been sent to the Registrar's Office.  CCE-Scan and email the form to URDocs (except CCE).  CCE-Scan and email the form to the RO at UofR.Grades@uregina.ca.	Your personal information is colled Privacy Act (Saskatchewan) and Final Exam. If you have any que	ected under the authority of the University I the Personal Information Protection and a estions about the collection, use, or disclo	of Regina Act, and in accordance v Electronic Documents Act (Canada)	with the Local Authority Freedom of I ), for the purpose of an Application fo	nformation and Protection of r Deferral of Term Work and/or
The University of Regina's official means of communication is through email to your University of Regina email account.    DECISION - to be completed by the student's faculty, federated college, or academic unit   Name of instructor:	Signature of Student	<i> A</i>	agree to write at th	ne time and	on:
Name of instructor:    Printed name			s through email to your Univers	•	DD-IVIIVIIVI-Y Y Y Y
Name of instructor:    Printed name   Printed name	DECISION - to be completed	ted by the student's faculty, fe	derated college, or acade	mic unit	
Supporting documents received    DD-MMM-YYYY	instructor:		exam date:	business days of the fin	
the end date of the following term in which the class was taken. A deferral for a fall course, for example, may be extended to the end of the winter term.    Possignature of Dean, Director, or   DD-MMM-YYYY	Supporting documents	Adequate Instructor	In God	od Standing Application	■ Notified
Check to confirm approved application has been sent to the Registrar's Office.  Designature of Dean, Director, or  Designate of the student  Check to confirm approved application has been sent to the Registrar's Office.  Designate of Dean, Director, or  DD-MMM-YYYY  Scan and upload the form to URDocs (except CCE).  CCE-Scan and email the form to the RO at UofR.Grades@uregina.ca.	DE - Term Work and/or Find NP (Not Passed) grade IN - Term Work Only Enter the find	nal Exam Fall clas de if DE not completed  Winter class al grade for IN if	s:  s:	the end date of the ficlass was taken. A cexample, may be exwinter term. *Please notify the Ro	ollowing term in which the leferral for a fall course, for tended to the end of the O of any change to a
Designate of the student CCE-Scan and email the form to the RO at UofR.Grades@uregina.ca.		<b>~</b>	Check to confirm approved a  DE and IN grades enter	application has been sent to the red by the RO are displayed on t	-
	Signature of Dean, Director	r, or DD-IVIIVIIVI-YYYY	Scan and upload the form to	UNDUCS (EXCEPT CCE).	