

Leeds Metropolitan University
Faculty of Arts and Society
The Leeds School of Contemporary Art and Graphic Design

REQUEST FOR AN EXTENSION OF THE
COURSEWORK SUBMISSION DEADLINE

Name of Student: _____

Course: _____

Level (1,2,3): _____

Course Leader/Tutor: _____

An extension* is request for: _____

New Due Date for Assignment: _____

*extension do not normally exceed two weeks from the original due date

Reason/Evidence for need for extension: _____

Extension granted? Yes No Extension agreed until: _____
(date)

(Date)

(Signature)

copy to student
copy to course file