**Year 7 -10 APPLICATION FOR ASSESMENT EXTENSION**

All requests for extensions of assessment may only be granted by the HOY of the relevant year level

Please note:

* For year 11 and 12 extension please refer to QCAA’s AARA processes on the school website.
* Assignments are to be submitted electronically regardless of illness on the due date.
* Process for seeking an extension involves parent/caregiver and student to complete and submit this form before 9am the previous day.
* For further information regarding the KSHS assessment and learning policy, click on the link below.

[Learning Assessment & Reporting Policy](https://kenmoreshs.eq.edu.au/Supportandresources/Formsanddocuments/Documents/Policies/policy-learning.pdf)

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|  | Year 7 -10 Application for Assessment Extension: To be completed by a student's parent/ caregiver  |
| Student name |    |
| Year Level: Choose an item. | Care Class: Choose an item. |
| Subject and Assessment: | Teacher :  | Original Due Date: Click or tap to enter a date. | Proposed Due Date: Click or tap to enter a date. |
| Subject and Assessment: | Teacher : | Original Due Date: Click or tap to enter a date. | Proposed Due Date: Click or tap to enter a date. |
| Subject and Assessment: | Teacher : | Original Due Date: Click or tap to enter a date. | Proposed Due Date: Click or tap to enter a date. |
| Subject and Assessment: | Teacher : | Original Due Date: Click or tap to enter a date. | Proposed Due Date: Click or tap to enter a date. |
| Reason for request and documentation if applicable (Include dates)  |  |
| Parent/Caregiver Name:  |  |
| Email/ Phone number: |  |
| Parent/Caregiver signature: Date: Click or tap to enter a date.   |
| Student signature: Date:Click or tap to enter a date.   |
| OFFICE USE |
| Extension granted |  Choose an item. |
| Revised date/s | Click or tap to enter a date. |
| Comments  |  |

Information below will be added to the KSHS website for parents to click on our email hyperlink once word document saved.

Please email your extension application to the relevant year level HOY:

HOY 7: Ms Dolan - jdola23@eq.edu.au

HOY 8: Ms Malone - amalo48@eq.edu.au

HOY 9: Mr Bevis - jebev0@eq.edu.au

HOY 10: Ms Jacoby (ejaco32@) and Ms Schneider (tschn4@) - 10HOY@kenmoreshs.eq.edu.au

HOY 11: Ms Graham - spool31@eq.edu.au

HOY 12: Mr Fozard - wfoza3@eq.edu.au