



# Nature Care College

## DISTANCE LEARNING APPLICATION FOR DEFERRED EXAMS

What circumstances can I apply for a deferred Examination?	What evidence do I need?
• Illness or Incapacity	• A certificate from a registered practitioner
• Bereavement in the immediate family	• Medical declaration
• Hardship/Trauma	• Cessation certificate
• Victim of a crime	• Police Report

### IMPORTANT

Students wishing to defer an exam must complete this form and return to the Distance Learning Department with all relevant documentation, including a \$50 fee per exam which is refundable should your application be denied. **DATES FOR DEFERRED EXAMS ARE PRESET.**

On full completion of this form, your application will be assessed immediately by the Distance Learning Coordinator.

### Personal Details

Student No.....Name.....

Address.....

Telephone (day).....Telephone (eve).....

Telephone (mb).....email address.....

Subject Name	Subject Code

**Enclosed:** Cheque  Money Order  Credit Card

**Debit My:** Bankcard  Visa  Mastercard

**Number:** \_\_\_\_\_

AMT: \$..... Expiry Date ...../..... Cardholder's Signature .....

Receipt No:..... Date:.....

**\*Please turn over\***

**CONSENT**

I have read and understood the above criteria. I hereby authorise Nature Care College to contact any persons stated on my supporting documentation should the college deem such necessary action. I certify that the information supplied on the form is true and correct.

Student Signature..... Date.....

<b>Student Checklist</b>	<b>Tick</b>	<b>Office Use</b>	<b>Tick</b>
I have completed and signed the form		Authorised / Not Authorised	
I have attached all relevant documentation/ included a statement		Fee taken / Receipt given	
I have submitted the fee		Confirmation Letter issued confirming exam date & time.	

Authorised by: \_\_\_\_\_ (Distance Learning Coordinator) Date: \_\_\_\_\_

**Rescheduled:**

<b>Date:</b>	<b>Time:</b>	<b>Room:</b>
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