

NEED MORE TIME? YOU MAY BE ELIGIBLE FOR AN EXTENSION



You may have grounds for application if you experienced any of the following:

- Medical condition
- Family & personal circumstances
- Disability
- Employment related circumstances
- Unavoidable commitments (Bereavement)



Extension not available if:

- The assessment is an exam
- You have been allowed an opportunity for academic recovery



STEP 1: APPLYING

- Apply via the MyGriffith Portal.
- Apply before the original due date.



STEP 2: EVIDENCE

- ▶ You will be required to supply supporting documentation with your application.
- ▶ What supporting documentation is needed? Documents required depends on the grounds for your application. This can include:
 - Medical certificate
 - Letter from your employer
 - Statutory Declaration
 - Bereavement Notice, etc.



Student Advocacy

If you need assistance with your application, make an appointment to meet with the **Student Advocacy** team.

