



**Mount
Carmel
College**

We nurture.
We challenge.
We care.

Dear _____

I wish to apply for an extension on my current piece of work titled
_____ which is due on _____.

My reason for the request of an extension is:

If my submission for an extension is granted, I will ensure that my work is completed and handed to you by _____

Date submission for an extension was submitted _____

Student name: _____ Class _____

Signature: _____ Parent Signature: _____

Any additional information: