



## EXTERNALLY ASSESSED FOLIO OR PROJECT

The Office of Tasmanian Assessment, Standards and Certification (TASC) may grant deadline extensions to students who, due to extenuating circumstances, are unable to submit their folio or project for external assessment by the due date. Extensions can only be approved by TASC.

Students must:

- apply to TASC via their school for an extension at least 48 hours before the due date
- attach any required supporting documentation (for example, a medical certificate).

**Note:** Applications received less than 48 hours before the folio or project due date will not be accepted. Work must be submitted as is if you have not applied for a deadline extension.

### Part A

#### TO BE COMPLETED BY THE STUDENT

The Office of Tasmanian Assessment, Standards and Certification (TASC) is committed to protecting information collected through this process and the handling of data in accordance with the [Personal Information Protection Act 2004](#). All information we collect from you will be kept secure and confidential.

TASC ID code .....

Family name .....

Given names .....

Email address .....

School/college .....

Course being assessed.....

Reason for application                          illness (please fill out Part C of this form)

                     other (please provide more information below)

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I hereby authorise the medical professional whose name and address appears in Part C to provide TASC with a report on the nature of my particular circumstances. I also authorise TASC to obtain from the medical professional further information if required by TASC to make a decision about my application for a deadline extension for my folio or project.

Student signature ..... Date ..... / ..... / .....

## Part B

### TO BE COMPLETED BY COURSE TEACHER

Please provide a brief report with details to support a request for a deadline extension for the student's folio or project.

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Teacher signature ..... Date ..... / ..... / .....

Teacher name ..... Email .....

Date task was given to class ..... / ..... / .....

## Part C

### TO BE COMPLETED BY MEDICAL PROFESSIONAL (IF RELEVANT)

Name .....

Address .....

..... Postcode .....

Registration number ..... Phone number .....

Date(s) of relevant medical examination(s) .....

Nature of illness or incapacity .....

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This form requires the endorsement (signature) of the TASC Liaison Officer  
at the school/college attended by the student.

TASC Liaison Officer signature ..... Date ..... / ..... / .....

TASC Liaison Officer name .....

Please return to: MAIL: GPO Box 333, Hobart Tas 7001  
PERSONAL: Level 6, 39 Murray Street Hobart  
EMAIL: enquiries@tasc.tas.gov.au