

**Office of the Registrar**  
3377 Bayview Avenue, Toronto, ON, M2M 3S4  
Tel: 416.226.6620 ext. 6711 • Email: [registration@tyndale.ca](mailto:registration@tyndale.ca)  
Webpage: [www.tyndale.ca/registrar](http://www.tyndale.ca/registrar)

**IMPORTANT! READ THE FOLLOWING CAREFULLY:**

- Please read the policy on late papers and extensions in the Academic Calendar before submitting this form:
  - Seminary: [tyndale.ca/registrar/seminary/calendar](http://tyndale.ca/registrar/seminary/calendar) (2024-2025, p. 164)
  - Undergraduate: [tyndale.ca/registrar/undergraduate/calendar](http://tyndale.ca/registrar/undergraduate/calendar) (2024-2025, pgs. 260-261)
- **The Extension Request Form is typically submitted for final course assignments. It is expected that students have spoken with their professor regarding the need for an extension prior to submitting this form.**
- This form must be submitted to the Office of the Registrar **by the day your final assignment is due in the course requiring an extension.**

**Full Legal Name:** \_\_\_\_\_ **Student ID:** \_\_\_\_\_

**Email:** \_\_\_\_\_ **Daytime Phone:** \_\_\_\_\_

*\*If your mailing address has changed, please see [www.tyndale.ca/registrar/info](http://www.tyndale.ca/registrar/info).*

Course Code:	Course Title:	Instructor:	
Outstanding Assignment(s):	Syllabus Due Date(s):	Extension Date(s) From Professor	Proposed Due Date(s):
Description of personal circumstances that necessitate extension:			
Student's Signature:		Date:	

**OFFICE OF THE REGISTRAR'S USE ONLY:**

Recommended by <i>Director, Centre for Academic Excellence</i>	Date	Received by Office of the Registrar
Approved by Registrar/Assistant Registrar	Date	