

REQUEST FOR COURSE EXTENSION



Send to: Pacific Rim Early Childhood Institute Inc.
Box 1086, Cobble Hill, BC V8H 4C9

Student Name: _____ Student ID: _____

Mailing Address: _____

Telephone: (_____) _____ - _____

E-mail: _____

Course: _____

Instructor: _____

IMPORTANT: Students may apply for up to 3 extensions (a maximum of 12 weeks) before being required to restart the course.

I would like to request an extension of one month from my current completion date:

_____ to _____
(original completion date on your application form) (4 weeks past original course completion date)

To determine the additional fees required, calculate the number of assignments to be completed past your completion date (**include each unit assignment and the exam**). If you are unsure of how many units you have left to complete you may contact your instructor for this information.

I require an extension for _____ assignment(s) and 1 exam.

_____ (number of assignments) + 1 (exam) x \$50 (per unit and exam) = \$ _____

I understand that this request for extension must be sent (post marked no later than 10 working days past the course completion date) to Pacific Rim Early Childhood Institute Inc. together with the fee (certified cheque or money order) of \$50 per assignment and exam. **NOTE: Personal cheques are NOT accepted.**

Student Signature: _____ Date: _____

Pacific Rim Signature: _____ Date: _____

This signed form is your official receipt