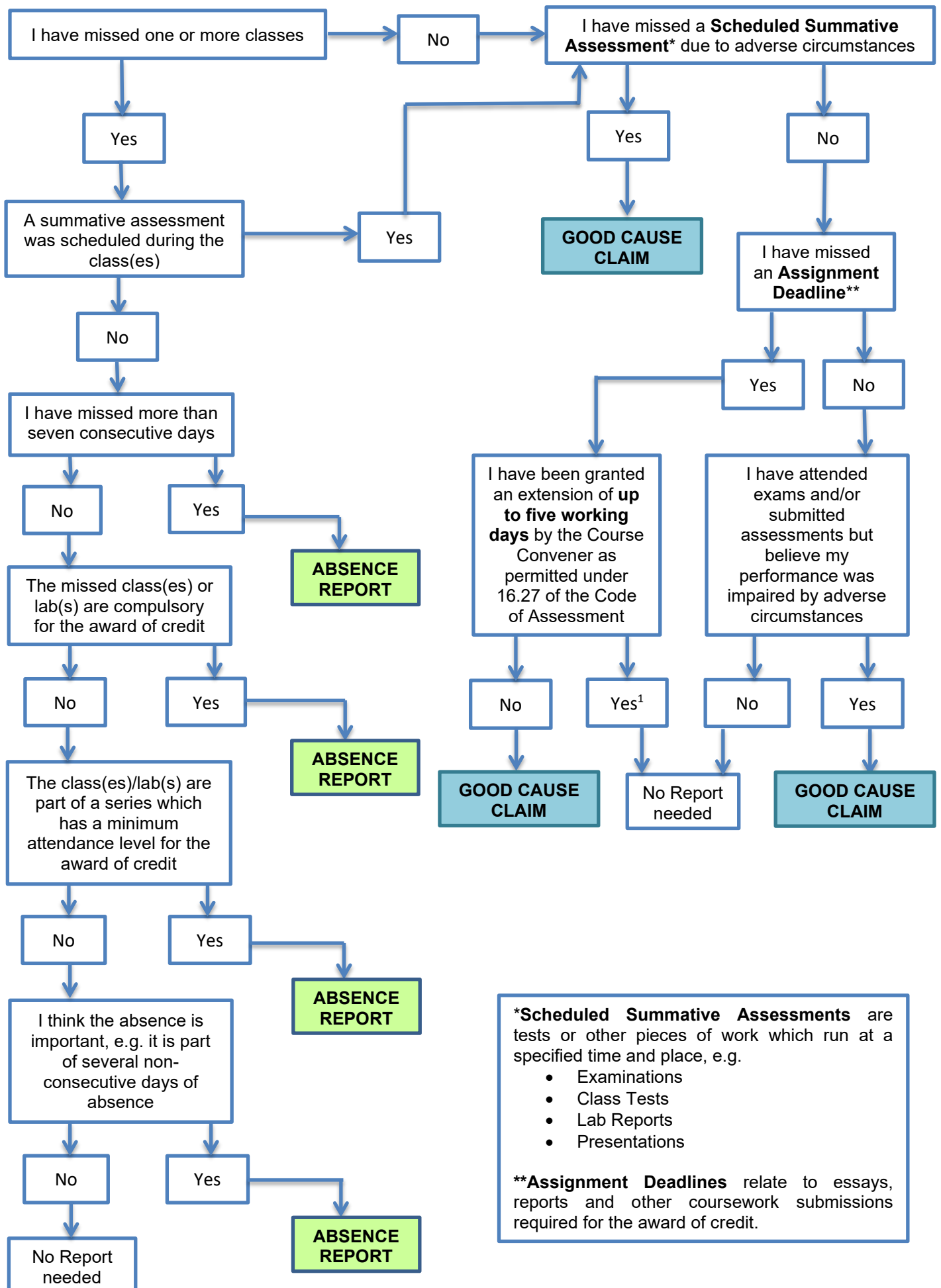


Absence Report or Good Cause Claim?



***Scheduled Summative Assessments** are tests or other pieces of work which run at a specified time and place, e.g.

- Examinations
- Class Tests
- Lab Reports
- Presentations

****Assignment Deadlines** relate to essays, reports and other coursework submissions required for the award of credit.

¹ If a further extension beyond five working days becomes necessary a Good Cause Claim should be made.