

Time Span Extension

Office Use Only

Processed by

Date

Two empty rounded rectangular boxes for processing information.

Instructions

Certificate Program Time Span Extension is applicable when requesting additional time beyond the normal six years. Time Span Extension Forms must be submitted to The Chang School for authorization.

Fax number: 416-979-5277

All Time Span Extension Forms must be authorized by the appropriate Chang School Program Director before being submitted to Student Records for processing.

Student Information

_____ Ryerson Student Number

_____ Ontario Education Number (OEN) (Optional)

Last Name (PRINT)

First Name(s) (PRINT)

Home Phone

Business Phone

Certificate Name

Certificate Program Extension

Number of course(s) outstanding towards this Certificate Program: _____

Time required to complete the outstanding course(s): _____

I understand that Certificate Program Extensions are subject to approval from the Program Director and are based on my academic record.

Student Signature

Date

Authorization

PROGRAM DIRECTOR USE ONLY

Granted

Denied

Term and Year of Extension:

Term

Year

Name: _____

Extension: _____

Signature: _____

Date: _____