

Office of the Registrar  
TENNESSEE TECH

Student Name: \_\_\_\_\_ Term: \_\_\_\_\_  
(Last) (First)

Email: \_\_\_\_\_

Student Signature: \_\_\_\_\_

Courses for which you are seeking an extension: \_\_\_\_\_ deadline: \_\_\_\_\_

CRN	SUBJECT	SECTION NUMBER

Explain in detail why you did not meet the requirements by the deadline (complete a typed explanation if additional space needed and attach to this form). **ANY SUPPORTING DOCUMENTATION FOR EXTENUATING CIRCUMSTANCES** any supporting documentation are considered incomplete and will not be processed after the deadline, you will be assigned a "W" grade. A "W" grade does not affect your GPA.

Recommendation of Instructor: \_\_\_\_\_