

# Deferring Examinations

Are you considering applying for a deferral of your formal examination? Before you do these are things you should consider:

- I am/was unable to sit my exam due to special circumstances that are beyond my control, and not foreseeable.
- I can provide independent evidence that these circumstances made me unfit to sit the formal examination on the scheduled date. i.e. a medical certificate.
- I have completed and submitted all of the mandatory assessment items for the course.
- I know that I have to submit my written application online within 10 university business days of the scheduled date of the formal examination.
- I understand that I will be required to sit this formal examination at the next formal examination period.
- I know that I need to check my exam timetable to confirm when my exams are next scheduled.

**If you would like assistance come and see us at the Advocacy Office.**

**Turn over to find our contact information**



**ADVOCACY**

A USQ STUDENT GUILD INITIATIVE

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**Helping you with your rights and responsibilities as a USQ Student**

**Need more assistance?**

**Have a problem that is not covered here?**

**Not sure what to do next?**

**Contact us and we can help you understand your options**

## **GET IN TOUCH WITH US**



**1800 076 301**



**advocacy@studentguild.com.au**



**www.studentguild.com.au**



**Toowoomba - Clive Berghofer Recreation Centre**

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