

## Student Request for Variance from SPHHS Course Outline

Course \_\_\_\_\_ Student Name \_\_\_\_\_ ID \_\_\_\_\_

All requests for changes from a course outline must be approved. This includes, amongst others, deadlines for assignments, examination times and conditions.

- Defer final examination to next course offering
- Change in examination conditions, e.g. from written to oral exam
- \_\_\_\_\_
- Change in mark allocation, i.e. change in weighting of assignments and/or tests and final examination
- \_\_\_\_\_
- Other \_\_\_\_\_

Please outline your reasons for this request (attach documentation in support of your request).

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Date \_\_\_\_\_ Student Signature \_\_\_\_\_

Student's E-mail Address: \_\_\_\_\_

Student's Phone Number: \_\_\_\_\_

Faculty Member Comments:

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Decision:

- Approved
- Refused

Date: \_\_\_\_\_ Instructor Signature: \_\_\_\_\_

*Distribution of copies: original to student, 1 copy to faculty member, 1 copy to Undergraduate Coordinator for student file.*

*Last revised Aug 3, 2011*