

# NCEA Absence and Extension Application Form



One Tree Hill  
COLLEGE

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<input type="checkbox"/>

Absence from Internal Standard Assessment

Extension Request for Internal Standard Assessment

To be completed by student- please complete one form for each assessment

Name: \_\_\_\_\_ Whanau Class: \_\_\_\_\_

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

Reason for absence/need for extension: \_\_\_\_\_

Dates of Absence/Impairment: \_\_\_\_\_

## ASSESSMENT INFORMATION:

Subject – Year level	Teacher	Unit/Achievement Standard number	Due date

**Please attach medical certificate/supporting documentation**

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

Parent Signature: \_\_\_\_\_

Please communicate with your subject teacher and then hand/email this form to the NCEA Office for processing – [ncea@onetreehillcollege.school.nz](mailto:ncea@onetreehillcollege.school.nz), Ms Nelson or Ms Beale.

School use:

[Form Received: \_\_\_\_\_]

Approved Absence:			
Extension granted (date due)	Re-assessment opportunity (date)	Other evidence used	Teacher/Curriculum Leader

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