**Due Date Extension Form**

Today’s Date\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Original Due Date\_\_\_\_\_\_\_\_\_\_\_\_

1. What new due date are you requesting?

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

2. Describe in detail the work you have done on the assignment so far. Attach a copy of what you have completed if appropriate.

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3. Why are you requesting additional time to complete the project or assignment?

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4. How many times in the past have you filled out a due date extension form?

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

5. If the due date extension is not approved, how do you propose to address this problem?

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