

LIST OF FORMS – If you update this also update the student handbook!

What do you want to do?	What form do you need?	What is this form called? (current as of version number of this document)
You need to Withdraw or change your mode of learning	Withdrawal Form	Withdrawal or Learning Mode Change Form v170815
You have an enquiry about a course and aren't sure who to see	Student Enquiry Form	Student Enquiry Form v170815
You need an extension for an assessment or assignment	Assessment Extension Application Form	Assessment Extension Application Form v170815
You want to appeal a mark you have received for an assessment	Student Assessment Appeal Form	Student Assessment Appeal Form v170814
You want to request your Official Academic Records or you need a re-print of your certificate	Request for Official Academic Records Form	Request for Official Academic Records Form v170815
You want to record a particular learning activity or tutor session and require permission	Permission to Record Learning Activity Form	Permission to record learning activity form
You have a Formal Complaint to make	Formal Complaints Form	Formal Complaints Form v170815
You need to defer a course for whatever reason	Deferral Application Form	Deferral Application Form v140602 – only available by speaking to Faculty Support
You need a cover sheet for your assignment	Assignment Cover Sheet	Assignment Cover Sheet v170815
You need to apply to resit an examination or resubmit an assignment	Application for Examination Resit	Application-for-an-Assessment-Resit-Resubmission-Form-v150303
You want to apply to Graduate	Application for Graduation Form	Application for Graduation Form only available through Reception as dates change
You want to apply for recognition of Prior Learning for exemption from a field of study	Credit transfer & recognition of prior learning/current competency policy and Application form	Credit transfer & recognition of prior learning/current competency policy and Application form v170622
You want to make up a missed practical session	Application to Make up Missed Practical Sessions	Application to Make up Missed Practical Sessions form v171103