



UNIVERSITY OF SASKATCHEWAN
COLLEGE OF EDUCATION
STUDENT AFFAIRS AND ACADEMIC STANDARDS COMMITTEE

28 Campus Dr. Saskatoon, SK S7N 0X1
Ph: (306) 966-7654 Fax: (306) 966-7644 Email: studentaffairs.education@usask.ca

REQUEST FOR DEFERRED AND SPECIAL DEFERRED EXAMS

Request must be submitted within 72 hours of missed exam

Date:
Student Name: Student Number
Address: Postal Code:
Telephone: Signature of Initiator:

Required fees are to be submitted to Student Finance and Awards payable to University of Saskatchewan. To avoid interest costs, you must make the payment prior to the last working day of the month in which you receive approval from the Student Affairs and Academic Standards Committee. Please note that once the approval is granted, you are assessed the fee which is non-refundable.

- 1. DEFERRED EXAMINATION (\$40) - The date and location of the exam will be posted on https://students.usask.ca/academics/exams.php, in the colleges, Student Central, and the USSU Office in Place Riel. It is the student's responsibility to check one of these locations to obtain their exam schedule.

Students applying to Student Affairs and Academic Standards Committee for all deferred examinations and special deferred examinations must submit documentary evidence to support their application. Evidence may include a memo from the instructor. Students absent from examinations for medical reasons must supply a medical certificate that explains the reason for the missed examination.

Table with 5 columns: Course/Section/CRN, Term, Session, Date of Exam, Instructor. Includes example row: e.g., EPSE 390.3 02 20636, Term 2, 202301, April 20, 2023, J. Doe

- 2. Reason why exam was missed:

- 3. SPECIAL DEFERRED EXAMINATION (\$80) - Students must arrange a date, time and place with the instructor for the special deferred exam. A special deferred exam is set up if the student cannot write the missed exam during the regularly scheduled time for deferred exams. Please see the academic schedule in the general calendar for the regular dates. Instructor must sign here to verify date and time of request for special deferred exam:

Instructor's Signature:
e.g., August 1, 2023 9:00 am Educ Room 3041
Date: Time: Location:
Table with 5 columns: Course/Section/CRN, Term, Session, Original Date of Exam, Instructor

- 4. Reason why student cannot write during the regular deferred exam time period: