

DeGroot School of Business

APPLICATION FOR DEFERRED MBA FINAL EXAMINATION

Date: _____

Student #: _____

Name: _____

E-Mail: _____

Level: _____

Phone #: _____

Reason for failure to write the examination(s): _____

Supporting documentation must be attached.

COURSE CODE	TERM	INSTRUCTOR	DATE OF EXAM

- I understand that, if granted, this deferred examination must be written in the next term Final Examination period and if not written, cannot be deferred a second time.
- I understand that it is my responsibility to check with the MBA Academic Services Office to confirm that my request has been authorized.
- A fee of \$50.00 will be charged for a deferred exam written on campus and a fee of \$100.00 for deferred exams written elsewhere. In cases where the student's standing is in doubt, the Graduate Admissions and Study Committee may require that the student with one or more deferred examination privileges refrain from re-registering until the examination(s) have been cleared.

Date

Student Signature

Approved

Not Approved

Notes:

Authorizing Signature:

This request must be submitted to RJC-316 five working days upon returning to school.

The information gathered on this form is collected under the authority of The McMaster University Act, 1976. The information is used for the academic, administrative, and statistical purposes of the DeGroot School of Business including, but not limited to, maintaining records; academic counseling and the administration of examinations. Personal student information provided on this form will not be used for any unrelated purpose without the consent of the student. This information is protected and is being collected pursuant to section 39(2) and section 42 of the Freedom of Information and Protection of Privacy Act of Ontario (RSO 1990). Questions regarding the collection or use of this personal information should be directed to the Associate Dean, DeGroot School of Business.