TRU-OL STUDENT FORM

Course Extension Request



TRU-OL Student Services 805 TRU Way Kamloops BC V2C 0C8 Fax: 250-852-6405 truopen.ca



GENERAL INFORMATION

- Complete and fax or mail this form to Student Services before the completion date of your course(s) delivered by TRU-OL.
- **Note:** Only one extension of up to eighteen (18) weeks duration per each continuous, self-paced course is possible. This is subject to eligibility criteria.
- Not all courses are eligible for extensions. This includes paced, group delivery, labs, onsite and other selected courses. Contact Student Services to confirm eligibility.
- Students who have written their examination may not rewrite it during the extension.
- Please apply to write your examination during your extension period if necessary. Submit a Supervised Exam Application form to TRU-OL Examinations to schedule your examination.
- Refer to the TRU-OL Website for information regarding course extensions.

ENTER TRU-OL STUDENT NUMBER

- The information you provide on this form is collected under the Thompson Rivers University Act (BC) and will be used only to administer your request.
- Direct questions to Student Services by emailing student@tru.ca or phoning 1.800.663.9711 (toll-free in Canada) or 250.852.7000 (Kamloops and International).

PERSONAL DATA (PRINT CLEARLY)
SURNAME (legal)
FIRST NAME (legal) FULL MIDDLE NAME(S) (legal)
MAILING ADDRESS
MAILING ADDRESS (include buzzer code if applicable)
CITY/TOWN/VILLAGE
PROVINCE / STATE POSTAL CODE / ZIP CODE COUNTRY
HOME TELEPHONE NUMBER BUSINESS TELEPHONE NUMBER
Area Code Area Code LOCAL
EMAIL ADDRESS (print clearly)

ELIGIBILITY

In order to be considered for a course extension, you must have submitted at least one assignment, project or exam prior to submitting a Course Extension Request.

REQUEST I request to extend my course completion date for the following course(s): COURSE NUMBER COURSE NAME COURSE NUMBER COURSE NAME COURSE NUMBER COURSE NAME COURSE NUMBER COURSE NAME	
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 □ SPONSORED (attach authorization) □ CREDIT CARD To pay by credit card, log-in to myTRU and click "Make a possible to be current term, enter the payment amount and credit card information. When your payment is completed email this form to student@tru.ca. 	your
We will not be able to process your request until we	
receive payment.	
TOTAL PAID \$	
REASON FOR EXTENSION (Must choose one option)	
TEXTOGET (Wast enessed one option)	
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☐ TIME MANAGEMENT	
☐ TIME MANAGEMENT ☐ PERSONAL REASONS	
☐ TIME MANAGEMENT	

☐ DIFFICULTY WITH INDEPENDENT STUDY

OTHER Comments: