

Applicant and evidence submission details					
Applicant name:					
Organisation:					
Evidence activity:	Course:		Re-submission:		RPL:
Evidence type e.g. Course title, RPL activity etc.					

Request details	
Original submission date:	Extension duration:
<input type="checkbox"/>	Annual leave immediately after course
<input type="checkbox"/>	Learning need
<input type="checkbox"/>	Sickness
<input type="checkbox"/>	Bereavement of an immediate family member
<input type="checkbox"/>	Other (Please provide further details in section below)

Notes

Note 1: Please provide evidence to support your application for a deadline extension e.g. copy of annual leave record.

Note 2: Please refer to Xact’s Submission and Re-Submission Policy, Section 6 Deadline Extensions, located on our website at: <http://www.xact.org.uk/qualifications/assessment/>

Note 3: Submission: Please complete this form and email to: qualifications@xact.org.uk

Note 4: Response will be received in five working days.

Xact use only					
Application received:		Yes		No	
Deadline:		Yes		No	
Comments:					