Faculty of Law
Student Affairs Office
McGill University

First-time Deferral of a Final Examination Request
Pilot Project 2016-2017

STUDENT NAME		MCGILL EMAIL	
MCGILL ID #		PROGRAM YEAR	
EXAM#		TERM	
TELEPHONE		EXPECTED GRADUATION	

Note- there cannot be a deferred or supplemental evaluation of a deferred examination.

For a first-time final exam deferral request in the Faculty of Law due to a medical, exceptional personal circumstances or mental health illness, a student will not be required to submit supporting documentation. Llimit is to **one exam only** (excludes 1st year December midterm exams, exchange, graduate, visiting and special students) during the course of the student's entire degree program at the Faculty of Law. Student must notify the SAO of a missed exam **within 48 hours** of the exam date. Travel plans scheduled during the final exam period are not a valid reason for requesting a deferral

I am requesting the following deferral for a final examination.

Course Title	***Exam date***	***Course No.***	***Section***	***Instructor***	***Will you use SofTest***	
					☐ Yes	☐ No
Comments:						

I confirm the following:

☐ I have completed and signed the Deferral Application Affidavit attesting to the validity of my request, and if found in violation may be subject to disciplinary actions.

I have made a request to meet with a student advisor.

Availabilities to meet with a student advisor:

_____

_____

_____

_____
*Student Signature Date

STUDENT AFFAIRS OFFICE USE ONLY:
Deferral Application Affidavit ☐

Approval SAO:_____

*** This form must be submitted from your @mail.mcgill.ca account. You may use an electronic signature or type your name.**