

Application Form to Defer to another Instance of a Programme

Surname:

First Name:

Participant Number:

Phone Number:

Title of Programme:

Email address:

PLEASE INDICATE ONE ONLY whether you wish to be considered for a full Deferral in respect of:

- Move to next instance of the programme
- Move to another instance of the programme — specify which instance

Indicate the Grounds on Which the Application Is Being made:

- Death of parent/guardian, sibling, spouse, child (or person to whom the participant is in loco parentis), if within sufficient time proximity to the assessment to have substantial and material effect.
- Death of mother-in-law, father-in-law, grandparent/grandchild or any person who was habitually resident in the home of the applicant, if within sufficient time proximity to the assessment to have substantial and material effect.
- Debilitating illness/condition, if within sufficient time proximity to the assessment to have substantial and material effect.
- Circumstances outside the control of the applicant, which make it legally or physically impossible for the student to undertake the assessment, including verified professional commitments.
- Other circumstances analogous to any of the above.
- Pregnancy

PLEASE ENTER THE DETAILS FOR ALL THREE CATEGORIES BELOW:

1. ATTENDANCE

Facilitated Workshop	Dates attended
1	
2	
3	
4	
5	
6	

7	
8	
9	

2. ASSESSMENTS COMPLETED

Assignment Name	Module Title

3. DEFERRAL TO

Please indicate to which programme instance a move is being sought (Spring/Autumn and year)

DECLARATION

I declare that the material provided with this application is a true and accurate representation of the circumstances on which the application is based. I accept all rules and procedures governing the assessment process.

PARTICIPANT NAME:

SIGNATURE:

DATE:

PROGRAMME DIRECTOR SIGNATURE

DATE:

COMPLETED APPLICATIONS

Send completed applications to: registrarsoffice@imi.ie no later than three weeks before the scheduled meeting of the Examination Board (the body which considers and agrees final assessment results). Applications must be signed by the applicant and NOT by a third party.