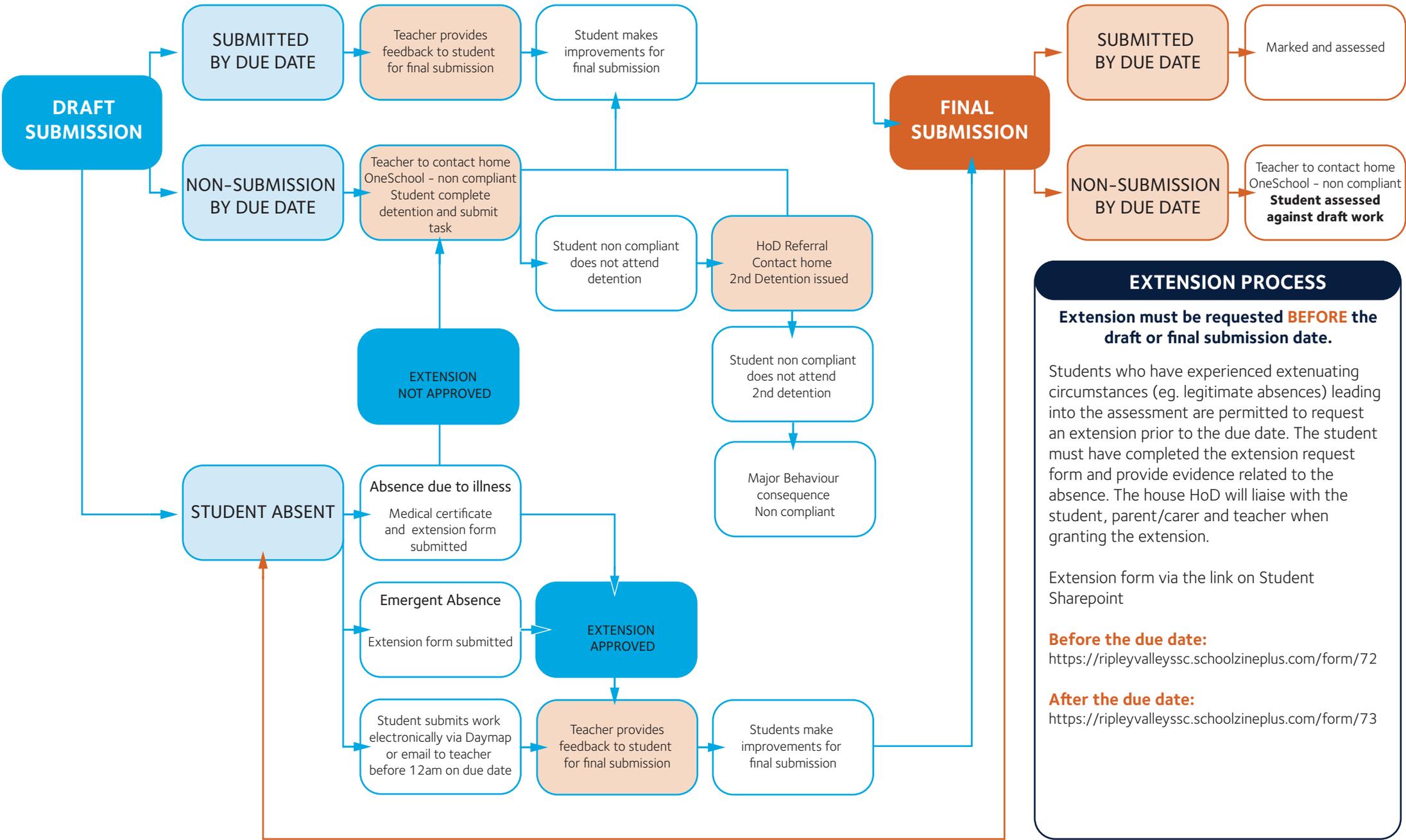


# ASSESSMENT SUBMISSION FLOW CHART YEARS 7-9



## EXTENSION PROCESS

**Extension must be requested BEFORE the draft or final submission date.**

Students who have experienced extenuating circumstances (eg. legitimate absences) leading into the assessment are permitted to request an extension prior to the due date. The student must have completed the extension request form and provide evidence related to the absence. The house HoD will liaise with the student, parent/carer and teacher when granting the extension.

Extension form via the link on Student Sharepoint

**Before the due date:**  
<https://ripleyvalleyssc.schoolzineplus.com/form/72>

**After the due date:**  
<https://ripleyvalleyssc.schoolzineplus.com/form/73>