



# Fees Extension Form

## Part A : Student Details

Student ID :		Family Name :	
Phone Number :		Given Name :	
Course Name :		Email ID:	
Course Start Date :		Course End Date :	

## Part B : Payment Extension Details

Actual Payment Date:

Payment Extension Date:

Actual Payment Amount:

Payment Amount:

**Reason for Payment Extension:**

**(Evidence e.g. bank statement may require to support this request)**

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Student signature:..... Date: ...../...../.....

## Part C : Approval (Official Use only)

Approved       Not Approved

Comments:

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Staff Name: .....Signature: ..... Date: ...../...../.....