

Division for  
Student Success



Center for Academic Excellence--NY  
Application for Undergraduate Deferred Exams  
Spring, 2019 - Deferred Final Exams

After completing this form, please have it signed by the Instructor or Department Chair prior to submitting it with payment to OSA. **Without prior approval from CAE, OSA will not accept forms or payment after the filing deadline.**

Student ID: \_\_\_\_\_ Date: \_\_\_\_\_  
(e.g. U03333333)

Name: \_\_\_\_\_ Email: \_\_\_\_\_  
Last, First, Middle (Please Print)

Street Address: \_\_\_\_\_ Home Phone: \_\_\_\_\_  
Work/Cell: \_\_\_\_\_

City, State & Zip: \_\_\_\_\_

Exam Date: Friday, June 7, 2019 at 8:45AM Filing Deadline: Thursday, May 30, 2019@5PM Exam Location: CIVIC LHW

Exam Date: Friday, June 14, 2019 at 8:45AM Filing Deadline: Thursday, June 6, 2019@5PM Exam Location: CIVIC LHW

PLEASE CHECK THIS BOX IF YOU ARE REGISTERED WITH DISABILITY SERVICES SO THAT YOUR FORM GOES TO THE APPROPRIATE DEPARTMENT.

CRN	COURSE	INSTRUCTOR	DEFERRED EXAM DATE

Reason for request: \_\_\_\_\_

Student's Signature: \_\_\_\_\_

Instructor's/Dean Signature: \_\_\_\_\_ Instructor's Email/Ext/\_\_\_\_\_

Bursar's stamp for fee paid: \_\_\_\_\_  
Bursar's stamp for Deferred Exam: \_\_\_\_\_  
Deferred Exam Fee: \$35.00 – One Exam, \$50.00 – Two or More.  
Please contact the CAE (163 William St., 17<sup>th</sup> floor) for any concerns.