# Application for extension period (Teacher Education)

## Student’s personal information

Family name:

Given names:

Date of birth (dd.mm.yyyy):

Study group:

I have checked my contact information from the student desktop Pakki (Pakki > choose your name from the right top corner > settings > contact information) and I confirm my contact information is up to date.

If the extension period is granted, the student will be recorded as present for the granted period. The student cannot be recorded as absent for the extension period.

## Application fee

The application processing fee of 50 EUR must be paid via [HAMK Shop](https://shop.hamk.fi/tuote/processing-fee-for-study-right/). The application will be processed after the payment is received.

## Study Plan

| **Uncompleted courses/modules** | **Credits** | **Time of completion** |
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A free-worded rationale for the extension period (no attachments):

### Student’s signature:

Date and place:

Signature:

The application must be sent to [aokk-opintotoimisto@hamk.fi](mailto:aokk-opintotoimisto@hamk.fi).

### Student affairs office fills in:

Application received:

Student’s period of right to study:

Notice:

### The proposal by the Guidance counsellor

I recommend granting the extension period as follows:

I recommend rejecting the application

Reasons for rejection:

### The decision by the Head of Degree Programme | Decision number OP

Extension period will be granted according to the guidance counsellor’s proposal  or

Extension period will be granted as follows:

Extension period will not be granted according to the guidance counsellor’s proposal

Date and signature:

Notification of the decision was sent to the student:

Archive: Student affairs office

### Appeal instructions:

The student may appeal the decision by submitting a written appeal addressed to the Examination Board of Häme University of Applied Sciences, address PO Box 230, FI-13101 Hämeenlinna within 14 days of being notified of the decision.