

## EDP Assessment Check-out Extension Request Form

Student Name: \_\_\_\_\_ Banner ID:@ \_\_\_\_\_

Student E-mail: \_\_\_\_\_ Student Phone Number: \_\_\_\_\_

Course Name: \_\_\_\_\_ Course Number: \_\_\_\_\_

Professor's Name: \_\_\_\_\_ Professor's E-mail: \_\_\_\_\_

**Items Requesting for Extension:**

Please list the specific assessment materials (be as detailed as possible, including forms, pens, pencils, etc.)  
Please attach more pages as needed.


\_\_\_\_\_  
Student Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Professor Signature

\_\_\_\_\_  
Date

**For Office Use Only:**

- Inventory available
- Confirmed with professor
- Cross-checked items with Check-out Form
- Student returned unneeded assessment items

- Assessment items are in good condition
- Other: \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_

\_\_\_\_\_  
EDP Staff Signature

\_\_\_\_\_  
Date