



# Year 7 - 10

## Assessment Cover Sheet

All assessment is due by **3:00pm of the due date**.

You may hand your assessment task (including this coversheet) directly to your teacher or Curriculum HOD. You will need to sign a class roll to show that you have submitted.

Alternatively, you may choose to email your assignment and this coversheet to your teacher's email address. You must request and keep a "delivery receipt" when emailing your assessment.

Subject:		Student Name:	
Year:		_____	
Due Date:		Group Members (if applicable):	
Assignment Topic:		_____	
Teacher Name:		_____	
Head of Department:		_____	

### Statement of Ownership:

I, \_\_\_\_\_ (Student Name) state that this assessment is my own work. Any ideas and comments made by other people have been quoted and/or acknowledged as references and in my bibliography. I understand that if this is not the case, it will be regarded as academic misconduct and will be subject to disciplinary action under the Gordonvale State High School Student Code of Conduct. In the event that the school is unable to establish authorship, I will need to demonstrate that the submitted response is my own work.

Signed: \_\_\_\_\_ Date: \_\_\_\_\_

*If emailing your assessment, please type your name into the signature panel above.*

### Extension or Change of Due Date Request

If you are seeking an extension or special consideration for this task you need to:

- Submit a 'Year 7-10 Application for an Extension' form (available from B13 or main school office) to your class teacher at least **one week** before the due date
- Get your parent to sign the request form
- Attach evidence to support your request
- If your request is approved, attach the signed approval to your assignment

### Word Count (excluding title pages, content pages, bibliography, reference list, appendices)

\_\_\_\_\_ words

*In the event that an assessment response is over the word, page or time limit only the first part of the assessment task within the limit will be considered.*