



## MOT Intermediate or Advanced Refresher Extension Request

This form enables the Provider, Student or Students Employer to request an extension allowing a student, with an approaching expiration date, to sit for a near future Refresher Course.

Choose the box that best describes the reason for the request

- Provider cancelled a class 1-2 weeks prior to the scheduled date *(Not valid if Student cancels)*
- Jury Duty (Dates: \_\_\_\_\_ ) *(Copy of Summons Form)*
- Active Duty (Dates: \_\_\_\_\_ ) *(Copy of Orders)*
- Death in Family
- Hospitalized *(Provide Doctors Note/Discharge paper)*
- Other

Student Information:

Student Name:

Level of Certificate:

Expiration Date:

Next Scheduled Refresher Class and Provider Name:

Did student/company make payment for Original Class? YES          No

Provider Information:

Provider Name and Number:

Original Class Date:

Cancellation Date:

Requester's Information:

Requester's Name:

Requester's Title:

Date of Request:

Name of Company:

**IMPORTANT INFORMATION:**

**Student may not do any MOT work related to his/her certificate until a valid MOT Certificate is received.**

**OFFICE USE ONLY**

Reviewed and Approved:

Approved Date: