

AMCTO Diploma in Municipal Administration  
***Request for Extension - HR Report Submission Deadline***

\_\_\_\_\_

**Date of Application for Extension**

\_\_\_\_\_

**Name**

\_\_\_\_\_

**AMCTO Student/Member #**

\_\_\_\_\_

**Title**

\_\_\_\_\_

**Municipality/Employer**

\_\_\_\_\_

**Street Address**

\_\_\_\_\_

**City**

\_\_\_\_\_

**Postal Code**

\_\_\_\_\_

**Email**

\_\_\_\_\_

**Phone #**

**Reason for Extension:**

\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_

**Signature of Applicant**

\_\_\_\_\_

**AMCTO Approval Signature**

**Email completed form to [education@amcto.com](mailto:education@amcto.com) or mail with cheque payment to the below address**

Payment by VISA \_\_\_\_\_ MasterCard \_\_\_\_\_ or Cheque # \_\_\_\_\_ (enclosed)

NAME OF CARDHOLDER: \_\_\_\_\_

CARD NUMBER: \_\_\_\_\_

EXPIRY DATE: \_\_\_\_\_

SIGNATURE: \_\_\_\_\_

AMOUNT: **\$ 84.75** (\$75 + \$9.75<sub>HST</sub>)

Extension is granted for a maximum of three months from the original due date. No more than 1 extension will be granted to submit the HR Report. Students unable to submit the report by the extension date will be required to join a future cohort's timelines including the re-submission of a work plan on a different topic for approval in order to gain credit for the HR component toward this Diploma.

AMCTO  
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