

<b>Surname</b> (Block capitals)		<b>First Name(s)</b>	
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University of Leeds Student ID Number

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make sure this number appears on your video tape/disk and in the header or footer of every page of your assignment



This form will be date stamped by the LAU Training Office on the date of submission

**Leeds Addiction Unit** Leeds Partnerships **NHS**  
in collaboration with the University of Leeds School of Healthcare NHS Foundation Trust

## Assignment Submission Form

ATTACH THIS FORM TO **ONE COPY** OF YOUR ASSIGNMENT. Make sure that your University of Leeds Student ID number, but **not** your name, is on the other two copies of your assignment. See your Leeds Addiction Unit Student Handbook for details of online submission requirements.

**To be completed by the Student submitting work for assessment**

**Complete this form and sign where appropriate.** Where a section/entry is not applicable, write N/A (Not Applicable) to show that the section has not been left out by accident. **Attach this form to ONE of the three copies of your assignment.** You are strongly advised to retain a copy of your assignment AND a photocopy of this form.

<p><b>Have you included your University of Leeds Student ID Number above?</b> (from your Leeds University Student Card)</p>
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Programme / Course .....

Module Code and Title .....

Assignment Number ..... Date due .....

1st / 2nd / 3rd attempt (Ring)      Extension Yes / No (Date if yes) .....

Module Manager .....

- I promise that in the attached submission I have not presented or attempted to present anyone else's work as my own except where I have explicitly so indicated. I understand that to do so would mean that I had committed plagiarism, the University's definition of which is published. I know that if I commit plagiarism I can be expelled from the University and that it is my responsibility to be aware of the University's regulations on plagiarism and their importance.
- I re-confirm my consent to the University copying and distributing any or all of my work in any form and using third parties (who may be based outside the EU/EEA) to monitor breaches of regulations, to verify whether my work contains plagiarised material, and for quality assurance purposes.
- I confirm that I have declared all mitigating circumstances that may be relevant to the assessment of this piece of work and that I wish to have taken into account. I am aware of the School's policy on mitigation and procedures for the submission of statements and evidence of mitigation. I am aware of the penalties imposed for the late submission of coursework
- I confirm that any mitigating circumstances or other matters which might have affected my performance and which I wished to bring to the attention of the examiners / markers have been submitted to Christine Weatherill, Leeds Addiction Unit, 19 Springfield Mount, Leeds LS2 9NG, for forwarding to the School Board of Examiners.

**Signed** .....



**Have you uploaded an electronic copy of your assignment\* to Turnitin / VLE? Late submission to Turnitin may result in your work not being marked and a delay in the return of your feedback.**

\* Does not apply to video analysis reports

Further copies of this form can be found at: < www.lau.org.uk/training/forms / >