



APPLICATION TO DROP A COURSE(S) FOR SEMESTER 2, 2019/2020 (AFTER THE RELEASE OF GRADE)

SECTION A (STUDENT'S INFORMATION)

NAME : _____
 TELEPHONE NO. : _____ MATRIC NO. : _____ EMAIL : _____
 MAJOR / PROGRAMME : _____
 SEMESTER : _____ SESSION : _____ YEAR : _____
 CREDIT EARNED : _____ CURRENT WORKLOAD (CREDIT HOURS) : _____ CGPA : _____

SECTION B (COURSE'S INFORMATION)

I WOULD LIKE TO DROP THE FOLLOWING COURSE:

COURSE CODE	COURSE TITLE	SECTION	CREDIT HOUR

REASONS:

SECTION C (DECLARATION BY THE STUDENT)

STUDENT'S SIGNATURE: _____ DATE: _____

SECTION D: (FOR OFFICE USE)

APPROVAL BY:

DEPUTY DEAN OF ACADEMIC AFFAIRS AND INDUSTRIAL LINKAGES, KULLIYAH (FOR UNDERGRADUATE)

DEPUTY DEAN OF POSTGRADUATE, KULLIYAH (FOR POSTGRADUATE)

TICK (/)	
APPROVED	<input type="checkbox"/>
NOT APPROVED	<input type="checkbox"/>

REMARKS: _____

SIGNATURE
& STAMP: _____

DATE: _____

Note: Please submit / email this form to:

Office of Deputy Dean (Academic Affairs and Industrial Linkages), Kulliyah - (for Undergraduate)
 Office of Deputy Dean (Postgraduate), Kulliyah- (for Postgraduate)