



APPLICATION FOR WITHDRAWAL FROM UNIVERSITY

FORM W1

Applicants should meet with the Dean/Deputy Dean of Student Affairs for counselling/interview before filling in this form (Form W1). Upon completion, this form should be submitted to Academic Management and Admission Division together with your matric card to secure Form W2. Please note that application without the Dean's/Deputy Dean of Student Affairs' approval will not be considered by Academic Management and Admission Division in issuing Form W2.

A. PERSONAL PARTICULARS

Name		
Matric No	Programme	Level of Study
Current CGPA	Current Courses Registered	Correspondence Address
		Telephone No
Cumulative Credit Hours Earned		Permanent Address
		Telephone No.

REASON(S) FOR WITHDRAWAL:

B DECLARATION

I declare that all the information stated in this application form is true and correct. I understand that if at any time the information stated in this declaration is found contrary to facts, the University has the right to disqualify this application or terminate my status as a student of International Islamic University, Malaysia and that any application for readmission after withdrawal will not be considered.

Applicant's Signature _____

Date _____

C. KULLIYAH APPROVAL - DEPUTY DEAN (STUDENT AFFAIRS)

I certify that the student has been called for an interview at the Kulliyah level in determining the seriousness of his/her application. Considering all facts and background of the student, I hereby approve the application.

Other Comments: _____

APPROVED BY : _____

Signature & Official Stamp : _____

Date : _____



FORM W2

(To be issued upon completion of Form)

PART A: PERSONAL PARTICULARS

NAME : _____
MATRICNO. : _____
PROGRAMME : _____
SIGNATURE : _____ DATE : _____

PART B: PARENT/GUARDIAN'S CONSENT (REFEREE FOR INTERNATIONAL STUDENTS)

I hereby give my consent to the application of the above-named and would bear all consequences.

NAME OF PARENT/GUARDIAN : _____
SIGNATURE : _____
DATE : _____

PART C: FOR DEAN'S /KULLIYAH APPROVAL

APPROVED BY: Signature & Official Stamp: Date:	COMMENTS
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PART D : APPROVAL FROM RESPECTIVE DIVISIONS

Please secure approvals from the following divisions and proceed to Academic Management and Admission Division for submission of this form. Please show your Matric Card when collecting the withdrawal letter.

FINANCE DIVISION	REMARKS
The student has settled all debts with the University.	Approved/ Disapproved
Comments :	
Signature & Official Stamp :	Date :
DISCIPLINARY	REMARKS
The student has settled all fines imposed due to disciplinary offence The student has appeared before the Disciplinary Board and his/her disciplinary case has been settled.	Approved/ Disapproved
Comments :	
Signature & Official Stamp :	Date :



LIBRARY	REMARKS
The student has surrendered/ discontinued the use of IIUM Membership card. The student has returned all books borrowed from the University.	Approved/ Disapproved
Comments :	
Signature & Official Stamp :	Date :
SECURITY	REMARKS
The student has settled the Road Traffic Compound for the traffic offence committed. The student has settled all fines imposed on him/her for other offences.	Approved/ Disapproved
Comments :	
Signature & Official Stamp :	Date :
IIUM VISA UNIT (for International Only)	REMARKS
The student has produced the passport for cancellation process of student's pass.	Approved/ Disapproved
Comments:	
Signature & Official Stamp:	Date:
INSURANCE - Student Affairs and Development Division (Welfare Management Unit) (for International Student Only)	REMARKS
Comments :	Approved/ Disapproved
Signature & Official Stamp:	Date:
RESIDENTIAL COLLEGE	REMARKS
The student has surrendered the hostel key. The student has returned all equipment / property borrowed from the University.	Approved/ Disapproved
Comments :	
Signature & Official Stamp :	Date :