



## 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 CODE	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)