HEA IT-19

UNIVERSITI MALAYSIA PERLIS

UNIVERSITI MALAYSIA PERLIS
CENTRE FOR GRADUATE STUDIES

COURSE WITHDRAWAL FORM
(AFTER WEEK SIX (6) OF THE ACTIVE SEMESTER)

(Course applied for withdrawal will remain in the examination slip and is categorized as withdraw from the subjects)

1. STUDENT'S INFORMATION :

FULL NAME : _____
(IN CAPITAL LETTERS)

I/C OR PASSPORT NO : _____
(AS IN MATRIC CARD)

PROGRAM _____ YEAR _____ SEMESTER/ ACADEMIC SESSION _____

2. COURSE TO BE WITHDRAWN

Course Code 1	Course Code 2	Course Code 3
Unit ☐ Type ☐ Group ☐	Unit ☐ Type ☐ Group ☐	Unit ☐ Type ☐ Group ☐
Course Title _____	Course Title _____	Course Title _____
Student's Reason/ Justification _____	Student's Reason/ Justification _____	Student's Reason/ Justification _____
Lecturer's Review (Course 1) _____	Lecturer's Review (Course 2) _____	Lecturer's Review (Course 3) _____
Date: Signature & stamp:	Date: Signature & stamp:	Date: Signature & stamp:

Balance registered unit after withdrawal (Not less from minimum unit) ☐☐	Date:	Student's signature :

DEAN'S APPROVAL	POSTGRADUATE PROGRAM CHAIRMAN'S COMMENT	ASSISTANT REGISTRAR'S REVIEW
* APPROVE / NOT APPROVE	* RECOMMENDED/ NOT RECOMMENDED	* VALID / NOT VALID
Date: Signature &stamp :	Date: Signature &stamp :	Date: Signature &stamp :
* *Cross which is not applicable*		

REMINDER TO STUDENTS :
1. Kindly return the complete form to Centre for Graduate Studies (CGS) at least two (2) weeks before the examination week.
2. You are required to check to Subject Registration Slip and make necessary actions.
3. Thoroughly check your Subject Registration Slip and please ensure all the subjects registered are stated in the Subject Registration Slip.
4. Keep a copy of this form for your future reference.

For Office Use :

Updated by : Date :