



CENTRE FOR POSTGRADUATE STUDIES

APPEAL TO CHANGE MODE OF PROGRAMME FORM

Semester Session /

Instructions:

1. The appeal must be made by the fourth (4th) week of a regular semester
2. The appeal will be considered based on the availability of the programme offered by the Centre of Studies
3. Each student may apply only ONCE throughout his/her study period

SECTION A : STUDENT'S INFORMATION (TO BE FILLED BY THE STUDENT)

Name:		
Kulliyah :	Programme :	Matric No :
Email :	Contact No:	Total Credit Hours Completed:
CHANGE MODE OF PROGRAMME		
CURRENT	INTENDED	
<input type="checkbox"/> Coursework only <input type="checkbox"/> Coursework and Research <input type="checkbox"/> Research only	<input type="checkbox"/> Coursework only <input type="checkbox"/> Coursework and Research <input type="checkbox"/> Research only	
Justification:		
<p>I understand that this would be considered as my final decision once the Head of Department / Deputy Dean of Postgraduate Office in Kulliyah/Institute received my appeal</p>		
<p>_____</p> <p>Student's signature</p>		<p>_____</p> <p>Date</p>

SECTION B: RECOMMENDATION FROM THE HEAD OF DEPARTMENT

<p>The candidate has met all the requirements stipulated in the PG Regulations. Therefore, the department decided to *RECOMMEND/NOT RECOMMEND his/her appeal.</p>	
Signature & Stamp:	Date :
_____	_____

Name and Matric Number:

SECTION C: APPROVAL FROM THE DEPUTY DEAN (POSTGRADUATE) / DEPUTY DIRECTOR OF THE CENTRE OF STUDIES

Based on PG Regulations and Head of Department 's recommendation (if applicable), the Centre of Studies *APPROVE / NOT APPROVE this application

Signature & Stamp :

Date :

SECTION D: CENTRE FOR POSTGRADUATE STUDIES OFFICE USE ONLY

Action/ Remarks :

Date :

UCPS No.: