



ALBUKHARY INTERNATIONAL UNIVERSITY

Centre for Graduate Studies(CGS)
Albukhary International
University

ADD / DROP OF COURSES

Instruction to students:

1. Submit completed application form to the School within the stipulated period of time (refer to Postgraduate Academic Calendar).
2. Make three (3) copies of the completed application form.
3. Processing fee of RM100 will be generated by the Finance Department and credited to the student study bills.

SECTION I (To be filled up in CAPITAL LETTERS)

Name:																								
I.C No/Passport No.:													Faculty Code:											
Student ID No.:																								
Programme Code:					Semester:			Gender:	Male	<input type="checkbox"/>	Female	<input type="checkbox"/>												
Level of Study:	Master	<input type="checkbox"/>	PhD	<input type="checkbox"/>	Mode of Study:	Full Time	<input type="checkbox"/>	Part Time	<input type="checkbox"/>															
Mailing Address *()																			Postcode					
* Please tick (✓) for change of address																								
Tel. No.:											Mobile Phone No.:													
E-mail:																								

SECTION II (List of add/drop courses)

No.	Course Code	Name of Course to ADD	Credit Hour	Repeat (Yes / No)	To be filled up by lecturer		Date
					Support / Not Support	Lecturer's Signature	
1.							
2.							
3.							
No	Course Code	Name of Course to DROP	Credit Hour	Repeat (Yes / No)	To be filled up by lecturer		Date
					Support / Not Support	Lecturer's Signature	
1.							
2.							
3.							
						
Student's Signature				Date			

SECTION III (Student is required to get endorsement from the following departments)

<p>A. School</p> <p style="text-align: center;"><input type="checkbox"/> SUPPORTED</p> <p style="text-align: center;"><input type="checkbox"/> NOT SUPPORTED</p> <p>Signature</p> <p>Name and Official Stamp</p> <p>Date</p>	<p>B. Remarks</p> <p>.....</p> <p>.....</p> <p>.....</p> <p>.....</p> <p>.....</p>
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SECTION IV (Results of application is subjected to CGS approval)

FOR OFFICE USE ONLY

CGS's Result **APPROVED**

NOT APPROVED

Signature of Head of CGS

Name and Official Stamp

Date