Student Administration

Re: Request for Exemption from Class participation and from submitting exercises in a certain subject

I hereby request an exemption from class participation and from submitting exercises in the following subject _______________. This is based on the fact that I have taken that course in the past.

Course ____________________     Name of the Instructor __________________

Number of exercises submitted during the course _________ Exercises’ Grade Point Average __________.

Remarks:

_____________________________________________________________________
_____________________________________________________________________
_____________________________________________________________________
_____________________________________________________________________
_____________________________________________________________________ 

Name ______________   ID No. ___________________  Signature ______________
Track ______________   Year    ______________

FOR IDC USE ONLY

Decision _________________  Date ________________  By __________________

Signature ________________________
Reason _____________________________________________________________