

Application Form for Extension of Registration Validity

Instructions

- Sill up this form and complete the formalities.
- Please check all of your information carefully before submitting the form to the ARRU.

OFFICE OF THE REGISTRAR (Admissions, Records & Registration Unit)

- Extension of Registration Validity may be processed after students pay all previous dues.
- Enclose supporting document with this form for semester drops (If any).
- All dues must be cleared.
- Extension of Registration fee TK 2000/= (After Approval)

I am a student of this University; my registration validity has expired in.....Semester. I would like to request you to extend the validity of my registration period and thereby allow me to complete my studies. The details of my information are as follows:

Part 1 Student Information		
Name:		
Student ID:		tch:
Program:	Cel	Number:
Reason(s) behind the Extension of F	Registration Validity:	
		Date:
Signature of the Student		Day Month Year
Comments of the Chairperson/Head o	f Department/Program Director	Clearance from the Office of Finance and Accounts
		Concerned Officer
	Signature with Date & Seal	Signature with Date & Seal
Part 2 For Office use only		
Student's Current Status (By ARRU, Office of the Registrar)		
Admission Semester:		
Last Enrollment:		
Credit Remaining:		
Current CGPATotal Program Duration will be (After Approval):		
Comments (If any):		Signature with Date & Seal
Academic Review Committee (ARC) members' Opinion / Comments		
Chairperson/Head of Department/ Director	Dean	Pro-VC (Convener)
 May be granted May not be granted Comments (if any): 	 May be granted May not be granted Comments (if any): 	Extension for Approved May be granted May not be granted Comments (If any):
Signature with Date & Seal	Signature with Date	& Seal Signature with Date & Seal
VC's Approval		
Approved		
Not Approved		
Conditionally Approved		
Comments (If any):		Signature with Date & Seal