



POSTPONEMENT OF STUDIES FORM

RULES AND REGULATIONS:

- A student is allowed to postpone his/her studies with a valid reason(s). Application must be sent to the Vice President Academic by filling up this form within nine (9) weeks after the commencement of the semester.

TO BE FILLED BY STUDENT

1. Name : _____

2. Student ID No : _____

3. Programme : _____

4. Intake : _____

5. Semester : _____

6. Sponsorship : _____

7. Contact Number: _____

8. Number of semester(s) applied for postponement : _____

9. Reason(s) for postponement (Please attach supporting document(s) :

LIST OF SUBJECT REGISTER (CURRENT SEMESTER)

COURSE CODE	COURSE NAME	LECTURER

Date : _____

Student's Signature : _____

VICE PRESIDENT ACADEMIC USE

Application is Recommended / Not Recommended

Student need to register again in Semester/ Session _____ year _____

Date : _____ Signature & Stamp : _____

ACADEMIC OFFICE USE

Academic Status: Good / Probation 1 / Probation 2 GPA: _____ CGPA: _____

Status of student in SPBU is updated by:

Name :

Designation :

Date : _____ Signature & Stamp : _____