



S U P P L E M E N T A L / R E S I T E X A M I N A T I O N A P P L I C A T I O N F O R M

INSTRUCTIONS

1. Candidates must complete the application form in duplicate and submit the completed form six (6) weeks before the scheduled examination period.
2. The completed forms must be taken to the Student Services Officer for authorization.
3. The duly authorized forms must be taken to the cashier, accompanied by the current Examination Fee applicable at the time.
4. One copy of the authorized form will be retained by UCC for preparation of the examination.
5. Candidates must present the second copy on the day of the examination along with their UCC Exams Card and UCC ID.
6. Only candidates whose accounts are in good financial standing will be permitted to sit Supplemental/Resit Examinations.

SECTION 1 : STUDENT AND CONTACT INFORMATION

*FIRST NAME _____

*MIDDLE NAME(S) _____

*LAST NAME _____

*I.D. # _____ EMAIL _____

PHONE _____ (HOME) _____ (MOBILE) _____ (WORK)

CAMPUS(ES) ATTENDED _____ 1 _____ 2 _____ 3

SECTION 2 : PROGRAMME INFORMATION

PROGRAMME REGISTERED FOR _____ DATE STARTED _____ mm / dd / yyyy

COURSE FOR WHICH REGISTERED _____ DATE OF FIRST SITTING _____ mm / dd / yyyy

PREVIOUS GRADE _____ SCHEDULED DATE OF SUPPLEMENTAL EXAM _____ mm / dd / yyyy

IF NO PREVIOUS SITTING STATE REASON _____

SECTION 3 : SIGNATURE

*NAME _____ *SIGN HERE▶▶ _____ DATE _____ mm / dd / yyyy

FOR OFFICIAL USE ONLY

TO BE COMPLETED BY THE STUDENT SERVICES OFFICERS

PREVIOUS EOM SCORE _____

COURSE WORK SCORE _____ PREVIOUS GROUP _____ LECTURER _____

AUTHORIZED BY _____ DATE _____ mm / dd / yyyy

STUDENT SERVICES OFFICER SIGNATURE

TO BE COMPLETED BY CASHIER

AMOUNT PAID _____ RECEIPT # _____

FINANCIAL STATUS _____ APPLICATION : Approved Denied

VERIFIED BY _____ DATE _____ mm / dd / yyyy

STUDENT FINANCIAL SERVICES OFFICER SIGNATURE

INVIGILATED BY _____ DATE _____ mm / dd / yyyy

INVIGILATOR SIGNATURE

INSTRUCTIONS TO MARKER(S)

1. This exam is to be marked out of 100% for candidates who earned a supplemental grade in the previous sitting of the End Of Course (EOC) Examination.
2. For candidates with no previous (EOC) sitting, this exam is to be marked out of 60% with coursework score uptained earlier computed to total 100%.

CANDIDATES EXAM SCORE _____ + COURSE WORK SCORE _____ = TOTAL SCORE _____