



APPLICATION FOR RE-ADMISSION

SECTION 1 : STUDENT AND CONTACT INFORMATION

*FIRST NAME [grid]
*MIDDLE NAME(S) [grid]
*LAST NAME [grid]
*I.D. # _____ EMAIL _____
CAMPUS ATTENDED _____
PHONE _____ (HOME) _____ (MOBILE) _____ (WORK)

SECTION 2 : PROGRAMME INFORMATION

LAST COURSE TAKEN _____

SECTION 3 : WITHDRAWL INFORMATION

DATE OF WITHDRAWAL mm / dd / yyyy
EXPECTED DATE OF RESUMPTION mm / dd / yyyy

SECTION 4 : SIGNATURE

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

FOR OFFICIAL USE ONLY

Table with 4 columns: COURSE CODE, COURSE TITLE, DAY & TIME OF CLASS, LOCATION & SECTION #

APPROVED BY _____ DATE mm / dd / yyyy
STUDENT SERVICES CO-ORDINATOR SIGNATURE
FINANCIAL STATUS _____
VERIFIED BY _____ DATE mm / dd / yyyy
STUDENT FINANCIAL SERVICES OFFICER SIGNATURE
PROCESSED BY THE REGISTRY AND ACTION TAKEN _____

- NOTE
1. The form should be completed in duplicate and submitted so the HOD/Student Services Co-ordinator for approval.
2. Take signed form to the cashier and pay the prescribed processing fee and return one copy of the form to the Student Services Coordinator.
3. PARTICIPANTS WILL BE SUBJECT TO ANY INCREASED TUITION FEES APPLICABLE AT THE TIME OF RE-ENTRY.
4. Before joining a class all relevant fees must be paid and a valid Admissions Passcard obtained from a Student Financial Services representative.
5. Students may be required to pay the cost of a new student I.D. if the one originally issued will expire prior to the new date of completion.