



**NOTIFICATION OF WITHDRAWAL FROM OPTIONAL MS MODULES**

This form may take you two minutes to fill in. The personal data provided to Singapore Polytechnic will be kept strictly confidential and be used for the purpose of application for withdrawal from Bridging Mathematics, Higher Mathematics 1/2/3 (HMs), Further Mathematics and Physics.

**REGULATIONS**

1. Students are not allowed to withdraw after 5pm of the last working day on **Week 2** of the **Second term** of the semester. For any withdrawals received after this time, the student will be considered to have sat for the exam and may be removed.
2. The Singapore Polytechnic reserves the right to take any appropriate action it deems necessary where a student fails to comply with any Polytechnic rules & regulations.

Admission No: \_\_\_\_\_ Tel (H): \_\_\_\_\_ Handphone: \_\_\_\_\_

Name: \_\_\_\_\_ Full-Time Diploma Course \_\_\_\_\_

Module currently enrolled in (*circle the appropriate one*):

MS001Q/MS861M/MS862M/MS863M/MS837M/MS864M

<b>Reasons For Withdrawal</b> ( <i>circle the appropriate code</i> )			
<b>Reason</b>	<b>Code</b>	<b>Reason</b>	<b>Code</b>
Cannot cope with the course	CC	Financial difficulties	FD
Lost/no interest in the course	LI	No intention for further studies	FS
Family Problems	FG		

Please elaborate on the reason cited above (this elaboration is compulsory):

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

I declare that:

a) I have read, understood and agree to abide by the regulations stated above.

b) The information I have provided is true and accurate to the best of my knowledge.

\_\_\_\_\_

Signature of Student Date

<b>For Official Use Only</b>			
<b>Course Chair</b> (Please make a copy for your file, and email a scanned copy to MS)	<b>School SAS Rep:</b> SAS updated : Y / N Remarks :	_____	_____
		Name and Signature	Date