



## APPLICATION FOR CHANGE OF PROGRAMME (from different college)

1. Candidate is allowed to change the programme only once during the course of study.
2. Application must be made within two (2) weeks after the examination result is released by the University.
3. Candidate has to pay a non-refundable fee of M200.00 when applying for a change of programme.
4. A research proposal must be enclosed with the application to change a programme by coursework to a programme of full research.
5. Approval for the new programme will be effective in the following semester.
6. International students need to get a new visa approval for the change of programme at U-Assist after the application is approved.

### SECTION A : TO BE COMPLETED BY THE CANDIDATE

Name:	Matric No.:
Tel. No.:	Address:
E-Mail:	
Current Programme:	Intended Programme:
Current Structure of Study:* <input type="checkbox"/> Coursework <input type="checkbox"/> Coursework and Dissertation <input type="checkbox"/> Research	New Structure of Study:* <input type="checkbox"/> Coursework <input type="checkbox"/> Coursework and Dissertation <input type="checkbox"/> Research
Mode of Study:* <input type="checkbox"/> Full-time <input type="checkbox"/> Part-time	New Mode of Study:* <input type="checkbox"/> Full-time <input type="checkbox"/> Part-time
Reasons for change :	
Method of Collection Approval Letter:* <input type="checkbox"/> Post <input type="checkbox"/> E-mail <input type="checkbox"/> Collect at the office	
Date:	Signature

**SECTION B: TO BE COMPLETED BY THE RELEASING SCHOOL\***

(  ) Recommended

Date:

(  ) Not Recommended

Signature & Stamp:

Comment:

**SECTION C: TO BE COMPLETED BY THE DEAN OF GRADUATE SCHOOL OF RELEASING (CURRENT) COLLEGE\***

(  ) Recommended

Date:

(  ) Not Recommended

Signature & Stamp:

Comment:

**SECTION D: TO BE COMPLETED BY THE ACCEPTING SCHOOL\***

(  ) Recommended

Date:

(  ) Not Recommended

Signature & Stamp:

Comment:

**SECTION E: TO BE COMPLETED BY THE DEAN OF GRADUATE SCHOOL OF ACCEPTING (NEW) COLLEGE\***

(  ) Recommended

Date:

(  ) Not Recommended

Signature & Stamp:

Comment:

**SECTION D: FOR OFFICE USE (GSGSG) ONLY:**

Received Date:

Signature & Stamp:

Processing Date:

- Tick  wherever appropriate