



# Request for Change of Programme

To The Vice Dean of Engineering

Given name (Mr/Mrs/Miss).....Family name.....

Student ID.....Former programme.....

Current Address.....

.....Tel.....

I would like to change my former programme to a new programme in .....

Academic Year .....Accumulative GPA....., and I have already registered for 30 credits. I request a change of programme because .....

.....  
.....

For your consideration,

Signature..... (requester)

(.....)

Date...../...../.....

### For Official Use

<p>1. The Department Head (of the former programme)</p> <p><input type="checkbox"/> Approved</p> <p><input type="checkbox"/> Not approved due to .....</p> <p>.....</p> <p>.....</p> <p>(.....)</p> <p>Department Head</p> <p>Date ...../...../.....</p>	<p>2. The Department Head (of the new programme)</p> <p><input type="checkbox"/> Approved</p> <p><input type="checkbox"/> Not approved due to .....</p> <p>.....</p> <p>.....</p> <p>(.....)</p> <p>Department Head</p> <p>Date ...../...../.....</p>
<p>3. The Vice Dean of Engineering</p> <p><input type="checkbox"/> Approved</p> <p><input type="checkbox"/> Not approved</p> <p>due to .....</p> <p>.....</p> <p>(.....)</p> <p>Vice Dean of Engineering</p> <p>Date ...../...../.....</p>	

Student signs his/her name to acknowledge the result of the request of.....

date.....

NOTE: Please attach a copy of a transcript to a request form.