



RESIT EXAMINATION APPLICATION FORM

INSTRUCTIONS

- 1. Candidates must complete application in duplicate
2. This offer is applicable only to students who have received the 'RE' grade for a course.
3. The duly authorized form must then be taken to the UCC cashier/Campus Manager, accompanied by the current applicable fee.
4. One copy of the authorized forms will be retained by the UCC.
5. Candidates must present the second copy on the day of the examination along with their exam permit and valid UCC ID.
6. Only candidates whose accounts are in good standing will be permitted to resit an examination.

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 ORIGINAL DATE OF EXAM mm / dd / yyyy

SECTION REGISTERED SCHEDULED DATE OF RESIT EXAM mm / dd / yyyy

SECTION 3: SIGNATURE

\*NAME \*SIGN HERE DATE mm / dd / yyyy

FOR OFFICIAL USE ONLY

TO BE COMPLETED BY THE PROGRAMME COORDINATOR

COURSE WORK SCORE GROUP/SECTION LECTURER

VERIFIED BY PROGRAMME COORDINATOR SIGNATURE DATE mm / dd / yyyy

APPROVED BY DEAN/HOD

TO BE COMPLETED BY CASHIER

AMOUNT PAID RECEIPT #

FINANCIAL STATUS APPLICATION: Approved Denied

VERIFIED BY STUDENT FINANCIAL SERVICES OFFICER SIGNATURE DATE mm / dd / yyyy

INVIGILATED BY INVIGILATOR SIGNATURE DATE mm / dd / yyyy

TO BE COMPLETED BY THE MARKER

EXAM SCORE MARKER'S SIGNATURE DATE mm / dd / yyyy