

# BOMET UNIVERSITY COLLEGE

(A CONSTITUENT COLLEGE OF MOI UNIVERSITY)

## APPLICATION FORM FOR DEFERMENT OF COURSES AND WITHDRAWAL FROM THE UNIVERSITY (FIVE (5) COPIES ONLY)

### **PART A (I) DEFERMENTS OF COURSES:**

I Mr./Mrs/Miss \_\_\_\_\_ REG.NO. \_\_\_\_\_ Year of Study \_\_\_\_\_ wish to apply to be allowed to suspend/defer my courses of study from (Date) \_\_\_\_\_ to \_\_\_\_\_ (Date) on account of the following: (Delete) the inapplicable)

1. Short course outside the country
2. Ill Health
3. Family problems
4. Financial difficulties
5. Other problems – please specify here below:-

\_\_\_\_\_  
\_\_\_\_\_

NAME OF STUDENT \_\_\_\_\_ SIGNATURE \_\_\_\_\_ DATE \_\_\_\_\_

### **PART A(II) – WITHDRAWAL FROM UNIVERSITY**

1. Mr./Mrs/Miss \_\_\_\_\_ REG.NO. \_\_\_\_\_ YEAR OF STUDY \_\_\_\_\_

Having considered all factors, I have decided to withdraw from University with effect from (Date) \_\_\_\_\_ My main reason (s) of withdrawing is/are as follows (Delete the inapplicable)

- (a) To go to another institution
- (b) Inability to cope with the course
- (c) Financial Problems
- (d) Personal and other social problems
- (e) If non of the above please indicate here below

\_\_\_\_\_  
\_\_\_\_\_

NAME OF STUDENT \_\_\_\_\_ SIGNATURE \_\_\_\_\_ DATE \_\_\_\_\_

### **(B) DEAN OF FACULTY/SCHOOL**

I have to-date assessed the request for deferment or /withdrawal and I have accepted that the applicant may suspend/withdraw from the course with effect from Date \_\_\_\_\_ to resume \_\_\_\_\_ (Date) \_\_\_\_\_

SIGNATURE \_\_\_\_\_ DATE \_\_\_\_\_

DEAN FACULTY/SCHOOL OF \_\_\_\_\_

### **(C) DEAN OF STUDENTS**

I recommend that the applicant may proceed to suspend/withdraw from the course with effect from (Date) \_\_\_\_\_ to (Date) \_\_\_\_\_

SIGNATURE \_\_\_\_\_ DATE \_\_\_\_\_  
DEAN OF STUDENTS

### **(D) DEPUTY PRINCIPAL – A & SA**

The student has been granted permission to suspend/withdraw from the University

SIGNATURE \_\_\_\_\_ DATE \_\_\_\_\_  
D/PRINCIPAL A & SA