

**REQUEST FORM TO ADD/DROP STUDY-UNITS**  
(to be submitted on 18<sup>th</sup>, 19<sup>th</sup>, 20<sup>th</sup>, February 2008)\*

*\* It is the students' responsibility to submit this form to the "home" Faculty within the stipulated period of time.*

Name and Surname: \_\_\_\_\_ Student Code/I.D. No: \_\_\_\_\_

Course: \_\_\_\_\_ Course Year: \_\_\_\_\_ Area of study: \_\_\_\_\_  
(if applicable)

***ADD UNITS***

Code	Title of study-Unit	Credit Value	O/E/R#

***DROP UNITS***

Code	Title of study-Unit	Credit Value	O/E/R#

\* O/E/R: Optional or Elective or Referred (*Note that if a referred study-unit is dropped its replacement will also be considered as a referred unit to which a maximum mark of 45 can be awarded*)

Please note that a maximum of 2 study-units may be added and dropped. If, because of exceptional circumstances, students need to add and/or drop more than 2 study-units, students should submit their request in a letter addressed to the Faculty Officer explaining the reasons.

Requests to add/drop study-units submitted later than the stipulated dates are not normally approved. Approval will only be given in exceptional circumstances and a nominal fee of €11.65 (Lm5.00) for each change will be payable in the event that the request is approved.

**It is in the student's interest to keep a copy of the Add/Drop form**

Student's Signature: \_\_\_\_\_

Date: \_\_\_\_\_