



## WISCONSIN INTERNATIONAL UNIVERSITY COLLEGE, GHANA

### DEFERMENT FORM

(Read the instructions carefully before filling this form)

- |                                                                |                     |
|----------------------------------------------------------------|---------------------|
| 1. Name of student:                                            | 1b. Contact Number: |
| 2. I.D Number:                                                 | 2b. Level:          |
| 3. Programme:                                                  | 3b. Contact Number: |
| 4. Period of Deferment: From(Month / Year) - To (Month / Year) |                     |

(Students are to note that they cannot defer examinations at the end of semester. They can only defer the entire semester.)

#### Tick as appropriate

5. Deferment of entire semester (i.e. all courses for the semester)
6. Reasons for Deferment
- |                                            |                          |
|--------------------------------------------|--------------------------|
| a. Health <b>NB: Attach Medical Report</b> | <input type="checkbox"/> |
| b. Travelling                              | <input type="checkbox"/> |
| c. Bereavement                             | <input type="checkbox"/> |
| d. Financial                               | <input type="checkbox"/> |
| e. Others                                  | <input type="checkbox"/> |

Signature **HOD:**

Date:

**Registrar:**

Date:

**Student's Signature:**

Date:

**Signature Student's Advisor (Academic):**

Date:

### IMPORTANT NOTICE

1. *Take note that the University's policy allows you to defer for a maximum of 12 months (one year).*
2. *Any student who defers a programme for more than a year may have to re-enroll as a fresher.*
3. *The Deferment Form must reach your HOD by the end of the 4<sup>th</sup> week of commencing registration.*
4. *Students who wish to defer should not register or pay fees for the semester.*

**FACULTY OFFICER**