



**Bachelor of Economics
(International program)
REQUEST FORM**

For BE staff only

Receive no.....

Date..... Time.....

Receiver.....

Date:

Name: **Student ID:**.....

Advisor name:.....

Active email: **Mobile phone no**.....

Subject of your request

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Clearly mention substantial reasons to justify the request, which will be evaluated when deciding whether or not to take action.

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Signature.....

Advisor comment.....

..... **Signature**..... **Date**.....

Instructor comment

..... **Signature**..... **Date**.....

Administration comment.....

..... **Signature**..... **Date**.....

Director Approves ☐ **Rejects** ☐

Comment.....

..... **Signature**..... **Date**.....