UNIVERSITY OF NAIROBI

ACADEMIC DIVISION

**APPLICATION FOR TEMPORARY(DEFERMENT)/PERMANENT WITHDRAWAL FROM AND READMISSION TO ACADEMIC PROGRAMME**

**SECTION I**

1. Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Registration Number:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
2. PhD/Masters/Fellowship/PG.Diploma/Degree/Diploma/Cert in:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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

1. Faculty:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

I, \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, of year of study;\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ apply for:-

1. **Permanent withdrawal**□
2. **Temporary withdrawal** □ from the programme for a period of ­­­­­­­­­­\_\_\_\_\_\_\_­­\_\_\_\_\_ (Months/Years) with effect from\_\_\_\_\_\_\_\_\_\_\_\_\_\_
3. **Readmission** □

**Due to the reasons stated below:-**

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

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

Email address\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Telephone\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**SECTION II**

1. Chairman of Department: Recommended □Not Recommended □ (Postgraduate students only)

Comments: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Signature\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date& Stamp \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

1. Dean: Recommended □Not Recommended □ **(**All students)

Comments:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Signature\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date& Stamp\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

1. Academic Registrar: Approved □Not Approved□ **(**All students)

Comments:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Signature\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date& Stamp\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

1. Associate Vice Chancellor(AA): Approved □ Not Approved □**(**All students)

Signature\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date & Stamp\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**NB:**

1. **Students seeking temporary withdrawal must ensure completion of studies within the stipulated programme duration.**
2. **Attach a copy of the admission/eligibility letter & fee statement.**