



REQUEST FOR EXTENSION OF AWARD

Part A: Personal Details

Student ID Number, Date of Birth, Student Name, Email, Phone/Mobile Contact, University, Campus, Scheme, Programme, Current Major(s)/Minor, Year of Commencement under the Scheme, Term of Commencement under the Scheme

Part B: Particulars of Change (Late or Incomplete Applications will not be considered)

No: Courses in Program, No: Of Courses Completed to-date, No: of Courses Left to be completed

State Reason(s) why the program was not completed within the duration of the award (Please attach additional letter of request/evidences if approp

Checklist Of Documents To Attach

Full Academic Transcript, Program Audit Certificate, Program Outline (Specifying the courses in the program and term in which the courses are offered)

Part C: Declaration

Provision of false information will invalidate this application and can result in the termination of the award. TSLB reserves the right to seek any additional information.

Applicants Name: Applicants Signature: Date:

Part D: For Official Use

The request for the extension has been approved. YES NO

Condition(s) for Approved Extension (Cross off which ever is not applicable)

- 1. Extension is Granted for one academic term only (Immediate term after the approval date)
2. Any further extension(s) subject to (i) student achieving 100% pass in the approved extension academic term and (ii) the possibility of the student completing the program within 1 academic year from the initial academic term for which extension is granted.
3. Student to be placed on probation and if results do not improve, award may be suspended/terminated
4. Special Condition(s) (Please Specify)

TSLB Officer Name: Signature: Date: