### Programme (s) | Tick (√) | Mode of Study | Programme Coordinator
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BBA (Hons) Finance (MQA FA0993) | | FT PT | Agree Disagree
BBA (Hons) International Business (MQA FA2049) | | FT PT | Agree Disagree
Diploma in Accountancy (MQA A7081) | | FT PT | Agree Disagree
Diploma in Management (MQA A9500) | | FT PT | Agree Disagree
Diploma in Information Technology (MQA FA2087) | | FT PT | Agree Disagree
Certificate of Business Management (MQA FA1267) | | FT PT | Agree Disagree

### Reason for Leave: (Please ✓ the appropriate.)
- □ Academic Difficulty
- □ Entering Employment
- □ Financial Pressure
- □ Health Issue
- □ Transferred to another Institution
- □ Other Personal Reason

### Conditions
1. Any withdrawal must be made officially to the Registrar by using this form.
2. Student is required to obtain approval from the Programme Coordinator and also get clearance from the Library & Resource Centre Officer.
3. Student shall surrender library books and any property belongs to college. The replacement cost for any lost or damaged property will be the responsibility of the student.
4. Student must settle all fees due prior to withdrawal from the college.
5. 

Signature of Student: ______________________________ Date: ____ / ____ / ______

### For Office Use only
- □ Approve / Endorse
- □ Disapprove / Not Endorse

Signature of Programme Coordinator: ______________________________ Date: ____ / ____ / ______

Signature of Registrar: ______________________________ Date: ____ / ____ / ______