



OFFICE OF THE REGISTRAR

RESIT EXAMS AND COURSEWORK ENTRY FORM

SCHOOL OF

Academic Year: Semester Cohort
 Programme
 Student Name: Student ID No:
 Email: Mobile/Phone No.:
 Programme Duration Exceeded Yes No (Please tick as appropriate)

Resit modules to be examined this semester

PART A: Resit Examinations

No.	Module Code	Module Title	No. of Attempt

PART B: Resit Coursework

No.	Module Code	Module Title	No. of Attempt

Notes:

- Students are required to fill-in the form by clearly indicating all the resit modules for Exams and/or Coursework they wish to attempt in the current semester.
- The duly filled form must be submitted to the Exams Unit of the School by, failing which students will take the resit examination(s) with the next cohort as and when available, upon payment of the Resit Fee (Rs 800 per module).
- Students who fail to pass in 3 attempts will be allowed to resit the module during the permissible course duration as per programme document / UTM's Regulations. They will have to pay resit fee of Rs 3000/- per attempt as well as the administrative fee of Rs 3500/- for every year beyond which the resit has not yet been cleared.
- Students are required to check the time-table of respective School before filling the form. Students may liaise with the Exams Unit of their respective School for assistance.
- It is the responsibility of all students to familiarise themselves and comply with the UTM Regulations relating to Examinations and relevant Policies

I, the undersigned, have taken cognisance of the above and will strictly abide to them. (FULL NAME IN BLOCK LETTERS)

.....
Signature of Student **Date**

For Office use:

.....
Name of Officer **Signature of Officer** **Date**