
(Student's name)

(Matrix number)

(Programme Code & Name)

Date: _____

To :

Deputy Dean (Academic and International)
Faculty of Arts, Sustainability and Creative Industries
Universiti Pendidikan Sultan Idris
35900 Tanjong Malim
Perak Darul Ridzuan.

Through :

Academic Advisor
Faculty of Arts, Sustainability and Creative Industries
Universiti Pendidikan Sultan Idris
35900 Tanjong Malim
Perak Darul Ridzuan.

YBrs. Dr.,

APPLICATION TO ADD MORE CREDIT HOURS FOR UNDERGRADUATE PROGRAMME SEMESTER 1 SESSION 2023/2024 (A231)

With regard to the above matter is referred.

2. For the information of YBrs. Dr., I like the name above and would like to apply for **more credit hours from _____ credit hours to _____ credit hours. The course information to be added to the A231 semester is as follows:-**

BIL.	CODE & COURSE	CREDIT HOURS	REASONS FOR ADDING COURSES

3. Accordingly, it is my great hope that YBrs. Dr. can approve this application. Attached herewith is a copy of the exam results (A222) and the latest lecture schedule for the attention of YBrs. Dr.

Thank you.

Yours sincerely,

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HP No. :