



OFFICIAL REQUEST FORM

PART I : TO BE COMPLETED BY STUDENT

NAME OF REQUESTOR : _____

STATUS OF REQUESTOR : **UNDERGRADUATE / OTHERS (PLEASE SPECIFY)** _____

COURSE/STUDY YEAR : _____

MATRIC / NRIC NO. : _____

CONTACT NO. : _____

NTU EMAIL ADDRESS : _____

TYPE OF REQUEST(S) : _____

REASONS FOR REQUEST(S) : _____

SIGNATURE & DATE : _____ / _____

PART II : FOR OFFICE USE

REQUEST IS APPROVED.

REQUEST IS REJECTED.

PROCESSED BY : _____ / DATED: _____