



**FACULTY OF ISLAMIC STUDIES AND ARABIC LANGUAGE
SOUTH EASTERN UNIVERSITY OF SRILANKA**

STUDENTS REQUEST FORM

1. Department: Islamic Studies Arabic Language
2. Academic Year:-

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 Semester

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3. Name of the Student:-

Mr./Ms.

4. Registration No:- SEU/IS/...../...../.....
5. NIC No:-

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6. Permanent Address:-

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7. Contact No:- (Land)

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 (Mobile)

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8. Study Program & Year:- General Honours 1st 2nd 3rd 4th
9. Title of Request:- Medical Leave Deferment Subject/Program Change
 Fresh Candidate(Examination) Other(Specify).....
10. Description of Request:-

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11. Reasons of Request:- Medical Poverty
 Training/Workshop Other(Specify).....
12. Supportive Documents (Attached) Medical Certificate* DS/GS Certificate Covering Letter
 Identity Card(Copy) Examination Admission(Copy) Others

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Signature of the Student

Date:.....

(for office use only)

Recommended / Not Recommended / Forwarded to the Students Request Committee

Reasons for not recommendation.....

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Signature / Head

Date:.....

*Medical Certificate is considered as valid whereas issued by the government hospitals, University Medical Officer(UMO), District Medical Officer(DMO) Consultant Specialist or an Ayurvedic Physician Registered in the Ayurvedic Medical Council. However, under the exceptional circumstances, a medical certificate issued by a private hospital or a registered private practitioner in Sri Lanka Medical Council(SLMC) may be accepted whereas it is endorsed by the University Medical Officer.

Secretary /Faculty Board

Approved to place at the Sub Committee for Students Request Meeting

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Signature
Dean /Faculty of Islamic Studies and Arabic Language

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Date

Chairman / Students Sub Committee Meeting

Forwarded

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Signature
Assistant Registrar / FIA

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Date

Chairman /Faculty Board Meeting /FIA

Recommended/ Not Recommended

Reasons for not Recommended.....
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Signature
Chairman /Students Sub Committee Meeting

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Date

Secretary / Senate, SEUSL

Recommended / Not Recommended

Reasons for not Recommended.....
.....

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Signature
Chairman /Students Sub Committee Meeting

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Date