



MACAU UNIVERSITY OF SCIENCE AND TECHNOLOGY

C/ § TM NÄ COURSE ADD/DROP FORM

â # M © 1 ö μ To be filled by staff: Received by: Date:

I. â “ “ W STUDENT INFORMATION

Student Name, Student No., Contact Phone, E-mail Address, Program, Major

II. C/ § TM N APPLICATION FOR COURSE ADD/DROP

Semester: 20/20 Academic year f Semester

Table with columns: Add/Drop, Course Code, Course Title, Class, Credit, Type, Reason

“C” means “Compulsory Course” “E” means “Elective Course” “R” means “Retake Course”

Y @ c è NOTES

- 1. Enrollment of courses will be processed within a prescribed period every academic year/semester.
2. Courses that are not formally enrolled will not be recognized by the University...
3. Students can logon to the COES to review their course enrollment records...
4. Students should understand that each course will normally be offered once at the most in one academic year.
5. Students should be able to meet the graduation requirements within the normal period of study...
6. Students should enroll in and add/drop via COES within the prescribed period...
7. Please check the result via COES within 7 days from receipt of application

Signature lines for staff and student

Remark: In the event of any discrepancies between the Chinese and English version of this form, the Chinese version will prevail.

APPROVAL FROM RELATED DEPARTMENTS

FACULTY

Comments of Assessment (To be checked and filled by administrative staff)
M Student Status checked application for add/drop courses will only be accepted during study.
M Study Plan checked (e.g. MBA0909)

Will this application lead an extension of student study period?
Yes