جامعة الأخوين
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AL AKHAWAYN UNIVERSITY

Office of the Registrar

REQUEST FOR SEMESTER OFF

Students who are in good standing may request to stay out of school for one semester for financial or personal reasons. The University will anticipate their return based on the semester indicated on the REQUEST FOR SEMESTER OFF Form. No additional notification or admission application is required if they return as planned.

If you do not return as planned, you will lose your status as a continuing student. If you wish to return after one year, you will be required to complete the READMISSION APPLICATION and submit a non-refundable fee of 500 DHS.

Semester of last enrollment at AUI: Fall/ Spring/Summer (circle one) year ……

Semester you will return to AUI: Fall/ Spring/Summer (circle one) year…….

Student Name……..**IDNº**……
Last First Middle Complete number

Reason for leave request

Student's Signature ……

Advisor's name and signature ……..

Coordinator's name and signature……

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Please print below where AUI may contact you during your semester off.

Address……

……..

Phone Number……...

E-mail Address …….

Office Use Only

Approved **Yes** ❑ **No** ❑

Received by registrar's Office on ……..……Signature…….
Date