

THE SOCIALIST REPUBLIC OF VIET NAM

Independence – Freedom – Happiness

STUDY EXTENSION REQUEST FORM

Dear:

- Board of Directors of International University - Vietnam National University (IU –VNU);
- School/ Department.....;
- Office of Undergraduate Academic Affairs.

My name is: Student ID:

Phone number:Email:

I am a full-time student of School/ Department:.....

My current GPA is: and the number of credits gained:

I am writing this form for asking study extension because:

.....
.....
.....

I hope that I will be approved to extend the study time at IU- VNU fromsemester of Academic yearto.....semester of Academic year (..... Semester).

I promise that I will try my best to complete the study plan if my request is approved by the Board of Director of IU – VNU. I have studied over the maximized time (6 years); therefore, I totally accept all decisions taken by IU – VNU about my eligibility for getting Bachelor’s degree and not sue the university for any reasons.

Hopefully, I would get approval from IU – VNU.

Sincerely,

Ho Chi Minh city,

School/ Department comment

STUDENT

