

REGISTRATION DATE: .../...../.....

Ref. No. (REG 17 - B)

Students Clearance Form – (Non-Graduate Transcript)

Student Name:			
Major:		Enrolment Year:	
Faculty:		Graduate Year:	
Student Signature:			

Student will not be including the graduates list nor will he/she receive his/her certificate until this form is completed.

Faculty Dean	According to our records, the student has completed his/her academic requirements (All subjects, Training, Project, and Thesis Hardcopy).	
Name & Signature		Date: / /20__

Registration & Admission	To confirm the student personal information (Name in English as per passport, Date & Place of Birth & High school certificate)	
Name & Signature		Date: / /20__

Students Archives	The student has completed his/her file including certificates and graduating requirements.	
Name & Signature		Date: / /20__

Library	The student has returned all borrowed books/ journals / materials.	
Name & Signature		Date: / /20__

Finance Department	<ul style="list-style-type: none"> - Study Fees - Academic Transcript & Certificate Fees - Higher Education Stamp Fees 	
Name & Signature		Date: / /20__
Finance Manager		General Secretary

The student has fulfilled all the graduation requirements.