RESULT UPLOAD FORM

(To be processed by the student through the Department)

SESSION COURSE(S) TAKEN: _____ (Eg. 20/21), SEMESTER TAKEN: _____ (1st or 2nd or 3rd) TODAY'S DATE: _____

MATRIC NO: _____ STUDENT'S NAME: _____ CURRENT LEVEL: _____

DEPARTMENT: _____ PROGRAM: _____

LEVEL IN THE SEMESTER FOR UPLOAD: _____ STUDENT'S SIGNATURE: _____ PHONE NO: _____

WHY DID STUDENT NOT COMPLETE THE SEMESTER REGISTRATION? _____

_____

COURSE CODE	COURSE TITLE	COURSE UNIT
1.........................	....	....
2.........................	....	....
3.........................	....	....
4.........................	....	....
5.........................	....	....
6.........................	....	....
7.........................	....	....
8.........................	....	....
9.........................	....	....

Total unit for the Semester: _____

FOR OFFICIAL USE: (Obtain signatures in the order listed below)

THE COURSE ADVISOR: _____ _____
                       Name   Signature & Date

THE H.O.D: _____ _____
                       Name   Signature & Date

THE DEAN: _____ _____
                       Name   Signature & Date

THE SCHOOL OFFICER _____ _____
                       Name   Signature & Date

THIS DOCUMENT SHOULD BE SENT TO THE REGISTRY BY THE SCHOOL OFFICER AFTER SIGNING

FEES PAYMENT CONFIRMATION: **Applicable** ☐   **Not Applicable** ☐   **Confirmed** ☐   **Not Confirmed** ☐
                                 Registry ticks box   **Registry ticks box**   **Bursary ticks box**   **Bursary ticks box**

THE DEPUTY BURSAR: _____ _____
                       Name   Signature & Date

This request is confirmed ready for approval by the SVP

THE REGISTRAR: _____ _____
                       Name   Signature & Date

THE SVP: _____ _____
                       Name   Signature & Date

NOTE: 1. Attach the raw score for the entire class in the course(s) listed for the Semester with the current stamp and signature of HOD
        2. Attach approval to take classes and examination(s) in the semester without course form
        3. ONLY courses taken IN ONE SEMESTER (excluding citizenship, processed at BUMU office) should be listed on the form