



Office of the Associate Dean for Mentoring Academic Progress and Advancement

GRADUATE OFFICE

REQUEST TO ENROLL

Date: _____

DR. PERRY S. ONG
Dean, College of Science

Dear Dr. Ong,

I would like to request that I be allowed to enroll this _____ semester of academic year _____

to improve my academic standing (GWA of 1.75 for PhD students/GWA of 2.0 for MS students), as per the guidelines of the College of Science. Below are the reasons why I failed to meet the grade requirement:

_____.

I hope my request merits your kind consideration.

Respectfully yours,

_____ Signature over Printed Name	_____ Degree Program	_____ Student Number
_____ Endorsed by:		_____ Recommending Approval:
_____ Program Adviser		_____ Director / Program Coordinator
_____ Recommending Approval:		_____ Approved:
_____ GIL M. PENULIAR, PhD Associate Dean for Mentoring Academic Progress and Advancement		_____ PERRY S. ONG, PhD Dean, College of Science