



BISHOP OKULLU COLLEGE
Constituent College of
Great Lakes University of Kisumu

APPLICATION FOR DEFERMENT OF COURSES & WITHDRAWAL FROM THE COLLEGE

PART A. DEFERMENTS OF COURSES:

I Rev/Mr/Mrs/Ms: Reg. No:.....

Mobile No: (+254)..... E-Mail:

wish to request to be allowed to defer /suspend my (1st,2nd, 3rd, 4th)..... Year, (1st, 2nd)
..... Semester studies from (mm/yy).....to (mm/yy)..... on account
of the following (tick as applicable). *Please attach a copy of your admission letter.*

- Financial difficulties
- Ill health
- Maternity leave
- Lack of quorum
- Late registration
- Family problems
- Job limitations
- Studies outside the country
- Other reasons (please specify here).....

Signature: Date: (dd/mm/yy).....

PART B. WITHDRAWAL FROM THE COLEGE:

I Rev/Mr/Mrs/Ms: Reg No:

Year of Study: Mobile No: (+254)..... E-Mail:

having considered all factors, wish to withdraw from the College with effect from (dd/mm/yy)
..... on account of the following (tick applicable)

- Transfer to another institution
- Inability to cope with the course
- Financial problems
- Personal & other social problems
- Other reasons (please specify here)

Signature: Date: (dd/mm/yy).....

(For Official Use Only)

PART C. DEAN OF STUDENTS:

I have to date assessed the request for deferment/withdrawal and I have accepted that the applicant may defer/withdraw from the course:

From date (mm/yy)..... to date (mm/yy)

Signature: Date: (dd/mm/yy)..... Stamp:

PART D. ACADEMIC DEAN:

I have to date assessed the request for deferment/withdrawal and I have accepted that the applicant may defer/withdraw from the course:

From date (mm/yy) to date (mm/yy)

Signature: **Date: (dd/mm/yy)**..... **Stamp:**
(Dean of School)

PART E. PRINCIPAL:

The student has been granted permission to defer/withdraw from the College

Signature: **Date: (dd/mm/yy)**..... **Stamp:**