UNIVERSITI PENDIDIKAN SULTAN IDRIS اونيۏرسيتي ڤنديديقن سلطان ادريس SULTAN IDRIS EDUCATION UNIVERSITY	**BAHAGIAN HAL EHWAL AKADEMIK** *ACADEMIC AFFAIRS DIVISION*
	PERMOHONAN TAMBAH/GUGUR KURSUS (BERDENDA) *APPLICATION TO L A T E ADD/DROP COURSE (WITH PENALTY)*

Nama Pelajar/Students Name   : _____

Nombor Matrik/Matrix Number   : _____   **Fakulti/**Faculty : _____

No.	Course Code	Course Name	Lecture Group	Course Status	Add/ Drop Course (√)		Endorsement by Lecturer
1							
2							
3							
4							

*For late add/drop courses only.
**Students would need to pay fine/penalty for each course via https://epayment.upsi.edu.my/, & need to attach the payment resit with this form.

_____   _____
Signature of student   Date

> Total credit registered for the semester after this application: _____

VERIFICATION BY ACADEMIC ADVISOR	APPROVAL BY HEAD OF DEPARTMENT (KETUA JABATAN)
☐ Supported ☐ Not Supported **Comment(s) if any:** **Signature & Date:**	☐ Supported ☐ Not Supported **Comment(s) if any:** **Signature & Date:**

The completed form needs to be submitted to Scheduling Unit, Academic Affairs Division, Kompleks Akademik), Kampus Sultan Azlan Shah (KSAS).