

SOCIALIST REPUBLIC OF VIETNAM

Independence – Freedom – Happiness

APPLICATION FOR COURSE RETAKE FOR GRADE IMPROVEMENT

To: - Head of Academic Office – The Saigon International University;
- Dean of School of

Full name (*capital letters*): Date of birth:

Student ID number: Major: Class:

Education Level: Education Type:

I am currently submitting this application for course retake for grade improvement.

Reason:

.....
.....
.....

This is the list of course(s) that I would like to retake:

No.	Code of course	Name of course	Class code	Course Group Code	Number of credits	Approval of Academic Office
1.						
2.						
3.						
Total number of credits						

Ho Chi Minh City, / / 20.....

APPLICANT

(Sign and write down full name)

FEEDBACK OF SCHOOL

Ho Chi Minh City, / / 20.....

(Sign and write down full name)

APPROVAL OF ACADEMIC OFFICE

Ho Chi Minh City, / / 20.....

Note: Enclosed with this application, students must submit a valid **course registration result sheet** of the next semester.