REQUEST TO ADD/DROP STUDY-UNITS
(to be submitted between 25 September and 18 October by 4.15 pm)

<table>
<thead>
<tr>
<th>Student Code/ID Card No:</th>
<th>Course:</th>
<th>Year:</th>
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<tr>
<th>Name &amp; Surname:</th>
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<tr>
<th>Tel No:</th>
<th>E-mail:</th>
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**To ADD the following Study-Unit/s:**

1. **Code of Study-Unit:** ___________  **Semester:** ___  **O/E/R**: ___
   **Title of Study-Unit:** ________________________________  **ECTS credits:** ___________
   **Reason for Submitting Request:** ________________________

2. **Code of Study-Unit:** ___________  **Semester:** ___  **O/E/R**: ___
   **Title of Study-Unit:** ________________________________  **ECTS credits:** ___________
   **Reason for Submitting Request:** ________________________

**To DROP the following Study-Unit/s:**

3. **Code of Study-Unit:** ___________  **Semester:** ___  **O/E/R**: ___
   **Title of Study-Unit:** ________________________________  **ECTS credits:** ___________
   **Reason for Submitting Request:** ________________________

4. **Code of Study-Unit:** ___________  **Semester:** ___  **O/E/R**: ___
   **Title of Study-Unit:** ________________________________  **ECTS credits:** ___________
   **Reason for Submitting Request:** ________________________

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<tr>
<th>Student’s Signature:</th>
<th>Date:</th>
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For Faculty Use  ☐ Request Approved and action taken  ☐ Request Not Approved

**Signature:** __________________________  **Date:** ______________________________

*It is in the students’ interest to keep a copy of the Add/Drop form and to ensure that action has been taken and that the registration on eSIMS have been updated accordingly. Students following full-time undergraduate courses are responsible to check that they are registered for 60 credits, if registered for part time courses, which normally should be divided equally between the two semesters; or as appropriate.*

COMPULSORY study-units may not be added or dropped.

*O/E/R: Optional or Elective or Referred (Note that if a referred study-unit is dropped, its replacement will also be considered as a referred unit to which a maximum mark of 45% can be awarded.*)