

# Request for correction of result entry

Student Name:

Student ID:

Contact

No:

Course / Major:

Problem(s)

Found: Missing subject(s): Yes  No

Please add the following subject(s) with the results I have achieved

Subject code	Year/Term	Grade

Extra subject(s): Yes  No

Please drop the following subject(s)

Subject code	Year/Term	Grade

No Result(s): Yes  No

Please enter the following result(s) I have achieved

Subject code	Year/Term	Grade

Incorrect Result(s): Yes  No

Please correct the following result(s) I have achieved

Subject code	Year/Term	Grade

Received by:.....

Date:.....