REQUEST TO ATTEMPT A COURSE FOR THE THIRD TIME

Request must be submitted by 4:15PM on the third business day prior to the “Last Day for 100% reduction of tuition fees”. No late requests will be considered.

Academic Advisors:

• Mechanical, Software – contact Belinda de Jong, engradv1@uvic.ca, EOW 207
• Biomedical, Civil, Computer, Electrical – contact Alejandra Montenegro, engradv2@uvic.ca, EOW 217
• First year students, Undeclared students – contact LeAnne Golinsky, engradav@uvic.ca, EOW 211

Student Name: __________________________
Student Number: V00_________________
Email address: ________________________

I request permission for an additional attempt at (course): __________________________

I have previously attempted the course ___ times in the following terms:
_____________________________________________________________________________
_____________________________________________________________________________

Additional Comments:
_____________________________________________________________________________
_____________________________________________________________________________
(please use this space to explain what you will be doing to improve your chances of success this term)

Student Signature: __________________________ Date: __________________________

Departmental use only

Academic Advisor notes: ☐ Recommended ☐ Not Recommended
_____________________________________________________________________________
_____________________________________________________________________________

Associate Dean: ☐ Approved ☐ Not Approved
Associate Dean Signature: __________________________

☐ Updated in Student Records: Initials ________ Date: __________________________