



Last Modified Fall 2019-2020

Course Drop

For Freshmen:

1. Collect the course drop application form (in white paper) and the yellow form from the TA office (located in ANNEX 1).
2. Duly fill both the forms.
3. Attach grade by semester with the application.
4. Get signature from the respective course teacher.
5. Submit it in TA room for approval.

For other student:

1. Drop online.
2. After approval from your course teacher and Head of the department the course will be dropped.

Semester Drop

For all Students:

1. Collect the Semester drop form from the *TA room*.
2. Duly fill the form.
3. Attach grade by semester with the application.
4. Submit it to the TA room for approval.