REQUEST FORM TO FREEZE REGISTRATION

In accordance with the Article 47 of İstanbul Commerce University Bylaw on Graduate Education and Training, I kindly request my registration to be frozen for a semester/ a year due to below mentioned reason(s).

TR IDENTITY NO : ............................................................
NAME-SURNAME : ............................................................
STUDENT NUMBER : ............................................................
PHONE : ............................................................
E-mail : ............................................................
GRADUATE PROGRAM : ............................................................
REGISTRATION DATE : ............................................................

Reason to Freeze Registration:

☐ Student's excuse regarding health issues as certified by a medical report obtained from university hospitals, and if otherwise, from other health institutions.
☐ Certification by the highest administrative chief of the neighborhood that the permanent residence has been through a disaster.
☐ Death of mother, father, spouse or siblings or absence of any other person in case of their serious illness.
☐ Imprisonment of the student.
☐ A definitive conviction or any other conditions except for temporary suspension or dismissal from the institution of higher education in accordance with the Bylaw on Student's Discipline in Higher Education Institutions published in the Official Gazette numbered 28388 and dated 18.08.2012.
☐ Temporary attendance of the students in an educational program abroad.
☐ Student's loss of deferral of military service for whatsoever reason or student's recruitment in the military service upon vacation of deferral.
☐ Specify others................................................................................................

Student's Name, Surname

Date: ......./....../20....
Signature:

ANNEX1: Student Certificate
ANNEX2: Transcript

FORWARD TO THE BOARD OF DIRECTORS

DATE

DIRECTOR OF GRADUATE SCHOOL/ SIGNATURE

ENS.FR.04  06.11.2017