**THE SOCIALIST REPUBLIC OF VIET NAM**

**Independence – Freedom – Happiness**

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**STUDY EXTENSION REQUEST FORM**

**Dear:**

* Board of Directors of International University - Vietnam National University (IU –VNU);
* School/ Department  of Civil Engineering

Office of Undergraduate Academic Affairs.

My name is:                                                               : CECEIU

Phone number:                                                             Email:

I am a full-time student of School/ Department  of Civil Engineering

My current GPA is:            and the number of credits gained:

I am writing this form for asking study extension because:

With the above reasons and study plan, I hope that I will be approved to extend the study time at IU- VNU from semester        of Academic year                   to semester   of Academic year                  (                 Semester).

I promise that I will try my best to complete the study plan if my request is approved by the Board of Director of IU – VNU. I have studied over the maximized time (6 years); therefore, I totally accept all decisions taken by IU – VNU about my eligibility for degree and not sue the university for any reasons.

Hopefully, I  get approval from IU – VNU.

Sincerely,

Ho Chi Minh city, ………………………….

**School/ Department comment STUDENT**

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