



Late Enrolment Form for Students 2019

STUDENT DECLARATION:

Family Name:

Given Names:

Programme:

Reason for late enrolment:

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I understand that: Teaching term has commenced and that I may have missed teaching on my chosen course of study. Any missed teaching will not be repeated and it is my responsibility to catch up on work already missed. I will be unable to use late enrolment as grounds for appeal against any failure and/or to extend my candidature

Student's signature:

Date:

FACULTY RECOMMENDATION

Has the student been engaged in their studies and attending since the start of term: Yes or No

Additional information:

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My Head of Faculty and I approve the enrolment of the above student after the prescribed enrolment period. I confirm that the student has either not missed any assessments to-date or alternative arrangements have been put in place.

Tutor or Supervisor name (BLOCK CAPITALS):

Tutor / Supervisor signature:

Date:

REGISTRAR APPROVAL ON BEHALF OF THE COLLEGE

Signature (Registrar):

Date:

Title	Late Enrolment Form for Students	Author	Executive Dean
Location	NCH Academic Handbook	Approved by	Executive Committee
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Related policies	Admissions Policy; Terms and Conditions		
External Reference Point	UK Quality Code: Admissions, Recruitment and Widening Access		

