

**WITHDRAWAL FORM
FOR H3 PROGRAMMES CONDUCTED BY MOE PARTNERS**

INSTRUCTIONS TO H3 STUDENT

Complete and submit the form to your school's H3 Coordinator.

TERMS AND CONDITIONS OF WITHDRAWAL

1. A common **withdrawal period** applies for all H3 programmes offered by MOE partners (i.e. NTU, NUS and SMU). The withdrawal period is stipulated as follows:
 H3 university-taught courses: Within two weeks from the start of instruction as indicated in the university' academic calendar for the semester (i.e. all H3 courses offered by the university to take the same date as the start of the instruction).

 H3 Science research : Within two weeks after the submission of the research proposal.
 H3 HSSRP : Same as H3 Taught Programmes.
2. For **withdrawals after the start of instruction**, there will be no refund of the \$60 course fee.
3. In addition, for **withdrawals after the withdrawal period**,
 - (a) an "Absent" grade will be issued by SEAB in the A-Level result slip; and
 - (b) an SEAB administrative fee of \$50 and \$70 would be charged for Singapore Permanent Residents and International Students respectively, as you will be deemed to have registered with SEAB for the H3 programme.

PART A COURSE INFORMATION			
Title of H3 Programme:		MOE Partner: (i.e. NTU / NUS / SMU)	
Date of Commencement: (1 st day of lesson)		Date of Withdrawal:	
PART B PARTICULARS OF STUDENT			
Name:		NRIC/FIN:	
Mailing Address:		Home contact or mobile no.:	
Email Address:	School name and address:	School fax no.:	
Reason(s) for withdrawal:			
Student Declaration: <ul style="list-style-type: none"> I declare that I wish to withdraw from the above-named H3 programme. I have read and understood the terms and conditions of withdrawal above. 			
Signature of student:		Date:	
PART C ACKNOWLEDGEMENT BY PARENT/GUARDIAN			
Name:	Signature:	Date:	
PART D ACKNOWLEDGEMENT OF WITHDRAWAL BY SCHOOL			
Name of H3 Coordinator:	Signature:	Date:	School stamp:
PART E ACKNOWLEDGEMENT OF WITHDRAWAL BY MOE PARTNER (UNIVERSITY)			
Name of H3 Coordinator:	Signature:	Date:	