



F10 ECOE CHANGE REQUEST FORM

The form is to be filled by the student while making any request for changes in their CoE. This form is to be used for change of *intake, change to any details in the CoE, Course Change, CoE extensions* to complete the qualification. The form must be supported with relevant documentation.

Student Details:		
Student Name		
Student ID		
CoE(s) Details		
eCoE(s) to be changed Number		
Reason for eCoE to be changed Give details		
If change of course, Details of course/s which you are wishing to take		
Sl. No	Course Code and Name	Preferred Intake (month/year)
Course 1		
Course 2		
Course 3		
Student Declaration		
<input type="checkbox"/> I understand and agree to pay any additional fees applicable to my new course of study.		
Student Signature:		Date:

Office use Only:			
CoE change reason <input type="checkbox"/> Extension <input type="checkbox"/> Course Change <input type="checkbox"/> Intake Change <input type="checkbox"/> Other, _____			
Units required for completion		Expected completion date	
Did the new eCoE reflect any changes in the fee (Yes/No) or change of course? If yes, new agreement needs to be made	Yes / No	New CoE(s)Number	
Administration Signature		Date	