

**Request to complete the engineer practice in another term**

Administrator’s name:

Administrator’s contact:

Request ID:

**Dear Mrs./Mr. Vice Dean of Education!**

Undersigned

Name of student:

Student ID:

Training:

Faculty:

Programme:

Year of entrance:

Division:

Place of training:

I apply to you with the following request:

I apply to you for permission to complete the Engineer practice / Term practice / Field practice in another term, not in the term indicated in the curriculum.

I declare by submitting the request, that I had completed the requirements of taking up the practice.

Justification:

Date: , 20 . month day

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

signature of student

**Contribution of program leader**

A contribute to the student’s request / A do not contribute to the student’s request\* according to the following conditions, reasons:

Date: , 20 . month day

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

program leader

**Decision of vice dean:**

I accept the request / I reject the request\*

Justification of rejection:

Date: , 20 . month day

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

vice dean of education

\* Underline