



POST GRADUATE STUDENT MATTERS GUIDE

What Do I do if I wish to:

REQUEST A LEAVE OF ABSENCE

Complete [this form](#) and return it to
your Academic Advisor/Coordinator

VOLUNTARY WITHDRAW

Write a letter to the Temporary Assistant
Registrar Student Affairs, Admissions
indicating your withdrawal from the
University. Please remember to include
your ID number.

REQUEST AN EXTENSION OF TIME LIMIT FOR SUBMISSION OF MY RESEARCH PAPER

Complete [this form](#) and return it
your Academic Advisor/Coordinator

REGISTER FOR MY COURSES BUT GETTING AN ERROR

Check the [registration error guide](#) before
proceeding to apply for an override

WHEN TO REQUEST AN OVERRIDE

Repeating a course
Repeating a component of a course
Cannot register for a course

USE THE OVERRIDE PORTAL TO COMPLETE YOUR OVERRIDE,
[CLICK HERE](#) TO ACCESS THE PORTAL