**TO ALTINBAŞ UNIVERSITY**

**SCHOOL OF ECONOMICS, ADMINISTRATIVE AND SOCIAL SCIENCES**

**DEPARTMENT OF …………………………………………….**

I am a current student at Altınbaş University School of Economics, Administrative and Social Sciences, majoring in ………………………....……….…… My student number is …………...………..

I respectfully request you to replace the below listed courses that I have previously taken and failed with an equivalent course.

**Student’s Full Name**

 **Date / Signature**

**Telephone : ................................................ e-mail : ...................................................**

|  |  |
| --- | --- |
| **COURSE(S) TAKEN IN PREVIOUS SEMESTER** | **COURSES TO REPLACE THE PREVIOUSLY TAKEN COURSES**  |
| **Course Code and Title** | **Year/ Term** | **Required/Elective** | **Course Grade** | **ECTS** | **Course Code and Title** | **Year/ Term** | **Required/Elective** | **Course Grade** | **ECTS** |
|  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |

**APPROVED**

**….... /…… /2021**

**Advisor’s First and Last Name (Signature)**

**Advisor’s Remarks : ……………………………………………………….…………………..……………..**