

**GENERAL REQUESTS TO THE DEAN’S OFFICE**

***INSTRUCTIONS****: After completing this form, email it to* [***segrteol@pust.it***](mailto:segrteol@pust.it)*.*

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| **DATE SUBMITTED** | Click here to enter a date. |

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| **STUDENT’S INFORMATION** | | | | | | | | | |
| **FULL NAME** | | Click here to enter text. | | | | **STATUS** | | Choose an item. | |
| **EMAIL** | | Click here to enter text. | | | **MATRICULATION #** | | | Click here to enter text. | |
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| **REQUESTS** | | | | | | | | | |
| **CLICK TO SELECT** | **SPECIFIC REQUEST** | | **NEEDED INFORMATION** | | | | | | |
|  | **TO BE ABSENT FROM CLASSES** | | **COURSE TITLE:** | Click here to enter text. | | | | | |
| **COURSE CODE:** | Click here to enter text. | | | | | |
| **PROFESSOR:** | Click here to enter text. | | | | | |
| **ABSENT FROM:** | Click to enter a date. | | | **ABSENT TO:** | | Click to enter a date. |
| **REASON(S) FOR ABSENCE:** | Click here to enter text. | | | | | |
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|  | **TO TAKE AN EXAM OUTSIDE THE EXAM SESSION** | | **COURSE TITLE:** | Click here to enter text. | | | | | |
| **COURSE CODE:** | Click here to enter text. | | | | | |
| **PROFESSOR:** | Click here to enter text. | | | | | |
| **REASON(S):** | Click here to enter text. | | | | | |
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|  | ***S.T.D. Students:* TO WRITE THE DISSERTATION IN A LANGUAGE OTHER THAN ITALIAN OR ENGLISH** | | **LANGUAGE DESIRED:** | Click here to enter text. | | | | | |
| **REASON(S):** | Click here to enter text. | | | | | |
|  | | | | | | | | | |
|  | **OTHER** | | **SPECIFIC REQUEST:** | Click here to enter text. | | | | | |
| **REASON(S):** | Click here to enter text. | | | | | |
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| ***FOR DEAN / VICE DEAN COMMENTS ONLY*** | | | | | | | | | |
| Click here to enter text. | | | | | | | | | |

**REQUEST(S) APPROVED BY:**

