

Instructions:

- 1.Complete section I of this form and submit to the Chemistry administrative assistant at <u>chemphys@msvu.ca</u> or (EVAR 353).
- 2. The administrative assistant will obtain your previous recorded laboratory/class mark.
- 3.If approved, your professor must sign Section II, and return the form to you.
- 4.Sign and date the form and submit it to the Registrar's Office for processing. Any form sent directly from your MSVU email address does not require your signature.

NOTE: You will <u>not</u> be dropped from your registered lab section until you submit this completed form to the Registrar's Office.

Section I

Student ID#	Last Name/Surname	First Name(s)/Given Name(s)		
Apartment/Street		Town/City	Province	Postal Code
Program of Study	() Phone Number	Mount Email Address		
Course for Exemption	(ie. CHEM 2401)	Term lab was taken. (ie	. 2022/FA)	

Office Use Only

PREVIOUS CHEMISTRY LAB INFORMATION					
Grade including %	TERM TAKEN	OFFICE USE ONLY Lab Mark			

Section II

CURRENT CHEMISTRY LAB TO BE DROPPED						
LAB NAME/NUMBER/SECTION (ie. CHEM 241L LA)	Current TERM	PROFESSOR'S SIGNATURE REQUIRED	DATE OF APPROVAL			

Date

Student Signature