



Letter of Permission – Summer Courses

Student Data **Date:**

ID No.

Current Mailing Address – Used for all correspondence. Please inform us of your current mailing address.

Name in English	
Name in Arabic	
P. O. Box Number	City
Emirate:	Home Phone:
	Mobile Phone:
	E-Mail:

Session: Summer	Student's Current ZU Faculty:	Major:
Year:		

Please provide reason(s) for requesting this letter of permission:

Student's Signature	Date
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For Faculty/Department Use Only

Course Number	Course Title as listed in host institution Calendar	Major? Y/N	Level of Course Credit	Credits	ZU Degree Credit Equivalent	College Approval Asst. Dean's Signature

Detailed Calendar course description in English must accompany this application. Incomplete applications will be returned to the student.

- Applicants should ensure that these fields are completed by the relevant College. The processing of requests for a Letter of Permission normally takes seven to 10 business days once the completed application is received in the Registrar's Office.

An Official Transcript must be forwarded to the Registrar's Office (Zayed University) as soon as final grades are available from the host institution. A minimum grade of "C" will be required for credit to be granted.

Students must be in good academic standing and have a **cumulative GPA of 2.5 or better** to be eligible for a Letter of Permission. Students under **Academic Probation** are not eligible.