



## **SPECIAL EDITION**

### **Add and Drop Exercise for Second Semester 2012/2013**

This is to inform all interested undergraduate students willing to add or drop a course(s) for the second semester 2012/2013 academic session that the exercise will commence from Monday 24<sup>th</sup> February, and end on Wednesday, 5<sup>th</sup> March, 2014.

According to a statement signed by Umar Balarabe, on behalf of the Director, Examinations, Admissions and Records (DEAR), Fatima Binta Mohammed, the concerned students should follow the following procedure:

- (A) Make payment of ₦1,000.00 at the Bursary Department from 24<sup>th</sup> February, to 5<sup>th</sup> March, 2014.
- (B) Collect the Add/Drop form from your department (see sample on next page).
- (C) Obtain your Level Coordinator's approval.
- (D) Make a duplicate copy of the completed form and the receipt.
- (E) Submit one copy each to your level Coordinator and to the relevant Officer at DEAR.

**REMINDER:** *The approved dates for the exercise are from 24<sup>th</sup> February to 5<sup>th</sup> March, 2014 ONLY.*

*The Add and Drop form is below:*

BAYERO UNIVERSITY, KANO  
 OFFICE OF THE REGISTRAR  
 DIRECTORATE OF EXAMINATIONS, ADMISSION, AND REGISTRATION  
 2012/2013 SESSION  
 SECOND SEMESTER

ADD AND DROP FORM (ADF)

1. Registration Number: \_\_\_\_\_
2. Name: \_\_\_\_\_
3. Programme: \_\_\_\_\_
4. Department: \_\_\_\_\_
5. Level: \_\_\_\_\_

Drop Courses				
Code	Title	Credits	Status	Coordinator's Sign
<b>Total Credits Dropped</b>				

Add Courses				
Code	Title	Credits	Status	Coordinator's Sign
<b>Total Credits Added</b>				

6. Previous Total Credit Registered: \_\_\_\_\_
7. Current Total Credit Registered, After Add/Drop: \_\_\_\_\_

\_\_\_\_\_  
**Student's Sign**

\_\_\_\_\_  
**D.E.A.R Officer**