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**Clearance Form**

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| Last Name/Surname: | | | | | | | | |  | | | | | | | | First Name: | | | | |  | | | | | | | | | Middle Name: | | | | |  | | | | | | | | | | | |
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| Program (current): | | | | | | |  | | | | | | | | | | | | | | Semester: | | | | | | Spring 🞏 / Summer 🞏 / Fall 🞏 | | | | | | | | | | |  | |  | |  | |  | |
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| Total Credit Hours completed: | | | | | | | | | | | | |  | | | | | | | | | | | | | CGPA: | |  | | | | | | | | | | | | | | | | | | | |
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| Email: | |  | | | | | | | | | | | | | | | | | | | | | Contact No: | | | | | |  | | | | | | | | | | | | | | | | | | |
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| Address (Home): | | | | | |  | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
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| Address (Office, if application): | | | | | | | | | | | |  | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
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| Designation: | | | |  | | | | | | | | | | | | | | | | | | | | Contact: | | | | | |  | | | | | | | | | | | | | | | | |
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**Clearance required for:**🞏 Final Transcript (FT) 🞏 Inter School Program Change 🞏 Semester Leave 🞏 Leaving University

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| Student’s Signature: |  | Area Coordinator/Advisor Signature: |  |

**DEPARTMENTAL CLEARANCES**

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| **Name of Department** | **Signatures (authorized) with date** | **Office Stamp** |
| Office of Controller of Examinations (OCE) |  |  |
| Learning Resource Centre (LRC) |  |  |
| Information Processing Centre (IPC) |  |  |
| Office of Participants Affairs (OPA) |  |  |
| Office of Technology Support (OTS) |  |  |
| Office of Career Services (OCS) |  |  |
| Office of Treasurer (OTR) |  |  |
| Labs (Engineering Students Only) |  |  |
| Scholarship Dept (Financial Assistance only) |  |  |
| Hostel (UMT Hostel Residents only) |  |  |
| Office of the Registrar (ORG) |  |  |

**Note:** For issuance of FT, please attach attested copies of all previous Certificates / Degrees with passport size pictures.