



Arts & Science Student Program Services  
4401 University Drive  
Lethbridge, Alberta T1K 3M4  
Room SU060 (Students' Union Building)  
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## Documentation Request Form

When students are unable to complete their course requirements, documentation is required to enable a Student Program Advisor to make an informed decision regarding the student's application for a 'Withdrawal With Cause' or an 'Incomplete'. To provide assistance at this juncture, documentation concerning the following student is required. Please complete this form and return it to the Arts & Science Student Program Services office. All information provided will remain confidential.

**Student Name:** \_\_\_\_\_ **Student Authorization:** \_\_\_\_\_

**U of L ID #:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Time Period Affected:** \_\_\_\_\_

**An indication of the nature of the affliction and/or situation:** \_\_\_\_\_

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**How the student's ability to complete course requirements is/was affected:** \_\_\_\_\_

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**Is this issue resolved or ongoing?:** \_\_\_\_\_



**Name:** \_\_\_\_\_ **Signature:** \_\_\_\_\_

**Relationship to Student :** \_\_\_\_\_

**Address:** \_\_\_\_\_

**Date:** \_\_\_\_\_