



MUHABURA INTEGRATED POLYTECHNIC COLLEGE

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STUDENT MISSING MARKS CLAIM FORM

I. Instructions:

1. The form has to be filled in duplicate
2. One copy should be submitted to the Department within **FIVE** days after the publication of the results
3. The student should retain a copy
4. If the module is taught by more than one Lecturer and the missing marks are for the final exam, write the names of all Lecturers

II. Student details

Names: _____

Registration number: _____

Faculty: _____

Department: _____

Year / Level: _____

Option (if applicable): _____

Academic year: _____

III. Course Details

Module Code and Title: _____

Course Unit (Where applicable): _____

Lecturer (s') names: _____

Type of assessment for which marks are missing: CAT Final Exam

Date of the missed assessment: _____

Student signature: _____ Date of submission: _____

Attachment of the copy examination attendance slip

IV. For official use

Name of the Official who received the filled form: _____

Signature: _____

Date: _____

Feedback: