



Faculty of Arts & Science

Arts & Science Student Program Services
Room M2102 (Markin Hall, 4401 University Drive
Lethbridge, Alberta T1K 3M4
Phone: 403-327-5106
Email: artsci.advising@uleth.ca

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: _____

How the student's ability to complete course requirements is/was affected: _____

Is this issue resolved or ongoing?: _____

Name: _____ **Signature:** _____

Relationship to Student : _____

Address: _____

Date: _____