**Complete a mark**

Zarqa University Admission and Registration Unit

Respected General Registrar

Peace be upon you and God’s mercy and blessings be upon you ,

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
|  |  |  |  |  |  |  |  |

The student has been absent: …………………. Specialization: ………… University ID:

For the final exam with an official excuse approved by the dean of his faculty, in the semester ……………

For the school year: / in the course …………………….. The course number………..Division ……..

And who is teaching it ………………………... And he/she took a supplementary exam on the date / /

And his/her results was as follows:

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| First Exam | Second Exam | Other works | Final Exam | Total Mark | Teacher's signature  |
| number | writing |
|  |  |  |  |  |  |

Please do the necessary according to rules

And accept the assurances of respect and appreciation

-A copy of agreement incomplete consent form for the student is attached

Faculty Dean signature

.............................

Date: / /

**ــــــــــــــــــــــــــــــــــــــــــــــــــــــــــــــــــــــــــــــــــــــــــــــــــــــــــــــــــــــــــــــــــــــــــــــــــــــــــــــــــــــــ**

To use the admission and registration unit

Explanation of the Registrar General:…………………………………………………………………………………..

Explanation of the Faculty Recorder:…………………………………………………………………………………..