**EXEMPTION REQUEST FROM ENGLISH COURSE**

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| To: Director of Foreign Languages Center |
| Student’s full name:  | Department: |
| Student ID: | Intake: |
| Email address:  | Phone Number:  |

1. According to the current English exemption policy of USTH, I submit this letter to be considered for exemption from the course …………………………….
2. My reason for requesting exemption *(please check the box which applies to you):*

 Holding academic IELTS certificate of …………. *(fill your overall score)*

 Holding TOEFL iBT certificate of…………………. *(fill your overall score)*

 Holding a recognized certificate of English proficiency that is not mentioned above



Having nationality of an English speaking country



 Having result of equivalent English course(s) in another university



 Completing at least one academic year at institution where English is the official language



 **USTH student**

1. I agree and consent to the following if my request is approved:

• Not attending classes of exempted subjects.

• Attending classes and taking the final tests of compulsory subjects.

1. I enclose the necessary document for verification and will provide more information upon your request.

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| **DECISION BY** **DIRECTOR OF FOREIGN LANGUAGES CENTER** | **STUDENT**(Signature and full name) |
|  | ………./………./………. |