

**Date:** **…./…./ …**

**FIRAT UNIVERSITY FACULTY OF ENGINEERING**

**To the Head of the Department of Chemical Engineering**

I am a 4th grade student of our department with the number ……………………………. I am a graduate and I failed the single/double course below in the Fall/Spring semester of the ......../........ academic year. According to the Fırat University Education-Training and Exam Regulation, I would like to take the single course exam on ....../...../20... at .........

I kindly request your information.

**(Name Surname)**

**(Signature)**

**Course Code - Name Course Responsible**