

FORM WC/REG/CLR-TRM/01

Trimester Clearance.

A departmental confirmation that the student is cleared to register for the upcoming trimester.

POLICY All students require clearance before registration. **Bachelors and Masters on-campus** collect signatures physically. **Online students** (Bachelors / Masters / DBA / PhD) may collect signatures via email.

STUDENT INFORMATION

STUDENT NAME	APPLICATION NO.	PROGRAM
<input type="text"/>	<input type="text"/>	<input type="text"/>
SPECIALISATION	TRIMESTER	ACADEMIC YEAR
<input type="text"/>	<input type="text"/>	<input type="text"/>

CONTACT INFORMATION

Departments confirm details against the live record. Update the file if anything below has changed.

STUDENT'S MOBILE NO.	STUDENT'S WALSH EMAIL ID
<input type="text"/>	<input type="text"/>
PARENT'S NAME	PARENT'S MOBILE NO.
<input type="text"/>	<input type="text"/>
PARENT'S EMAIL	RELATIONSHIP TO STUDENT
<input type="text"/>	<input type="text"/>

Online Masters, DBA and PhD students may use the parent fields above to provide an emergency contact's details instead.

DEPARTMENTAL SIGN-OFF

Each department reviews the live record before signing.

DEPARTMENT	VERIFICATIONS	SIGNATURE & NAME	DATE
01 ADMISSIONS / ENROLMENTS	<input type="checkbox"/> Your enrolment status is active for the upcoming trimester <input type="checkbox"/> Programme of study and intake are correctly recorded <input type="checkbox"/> Personal details on file are current (passport, contact, sponsor)	<input type="text"/>	<input type="text"/>
02 ACCOUNTS	<input type="checkbox"/> Current trimester monthly instalments cleared <input type="checkbox"/> No prior trimester outstanding balance <input type="checkbox"/> Payment plan for next trimester confirmed	<input type="text"/>	<input type="text"/>
03 VISA	<input type="checkbox"/> Visa still valid through this trimester or not applicable	<input type="text"/>	<input type="text"/>
04 ACADEMICS	<input type="checkbox"/> Prior trimester result: passed / failed / on probation / N/A <input type="checkbox"/> Cleared to register for next trimester	<input type="text"/>	<input type="text"/>
05 TRANSPORT	<input type="checkbox"/> Route still active or change confirmed / not required <input type="checkbox"/> Trimester transport fees cleared / not required	<input type="text"/>	<input type="text"/>
06 STUDENT LIFE	<input type="checkbox"/> No disciplinary holds on file <input type="checkbox"/> Clubs & societies in good standing <input type="checkbox"/> Student ID active or renewed for this trimester	<input type="text"/>	<input type="text"/>
07 STUDENT WELLBEING	<input type="checkbox"/> No wellbeing concerns blocking continuation <input type="checkbox"/> Counselling / medical follow-ups handled or not applicable <input type="checkbox"/> Emergency contact & health declaration on file	<input type="text"/>	<input type="text"/>

FINAL APPROVAL — CAMPUS HEAD

Verified against live Walsh records. Student is cleared to register for the upcoming trimester.

CAMPUS HEAD — NAME & SIGNATURE DATE

ACCOUNTABILITY NOTICE

This form documents the clearance decision. Final acceptance by Academics requires verification against the live Walsh records. Students are accountable for the accuracy of any information they submit; falsifying clearance is grounds for academic action up to dismissal.