**拟作学籍处理的陈述通知函**

**ADEEL ZIA同学（化学化工学院，化学专业，****班号**A1811093**，学号**018110990017**）：**

**您好！**

根据《普通高等学校学生管理规定》（中华人民共和国教育部令第41号）第三十条，以及《上海交通大学研究生培养管理规定》（沪交研〔2017〕74号）第四十三条应予退学规定第（一）款“学业成绩未达到学校要求或者在学校规定年限内（含休学及批准延期）未完成学业”，上海交通大学拟对您作退学处理。请在2023年9月25日之前与下述联系人联系，办理相关手续，如您对此学籍处理建议有异议，请在下述时间和地点陈述、申辩您的相关事实、理由及依据。逾期不作任何反馈的，将视为您对此退学处理建议没有异议。

满足退学条款“（一）学业成绩未达到学校要求或者在学校规定年限内（含休学及批准延期）未完成学业”的事实依据：

该生在学校规定年限内（含休学及批准延期），该生未完成培养计划规定的学位论文答辩。自2023年6月30日学籍到期后，未履行延期申请手续，经学院相关负责老师多次提醒，仍未联系学院办理延期申请手续。

陈述和申辩时间地点为：

地点：化学化工学院霞光楼113室；

时间：2023年9月26日，09：00-16：00

联系人： 孙婷老师；电话：021-54745426；邮箱：tsun@sjtu.edu.cn

办公地址：闵行校区霞光楼113室

化学化工学院

2023年9月15日

Dear **ADEEL ZIA**（School of Chemistry and Chemical Engineering，majoring in Chemistry，Class ID:A1811093，Student ID: 018110990017）,

According to Article 30 of the *Provisions on the Administration of Students in Regular Institutions of Higher Education* (Order of the Ministry of Education, PR China, No. 41) and Item Ⅱ, Article 43 of the *SJTU Regulations on Graduate Education and Management*

*(HJY [2021] No.86)* on the termination of student status, “（1） Failure to meet school requirements for academic performance or failure to complete studies within the school's designated period of time (including suspension and approved extension)”；, your student status will be terminated and you are requested to withdraw from the university. Please contact the following contact person and complete the necessary procedures. If you have any objection to this request, please appeal with relevant facts, excuses, and evidence at the time and venue as specified below. If no feedback is heard from you within the specified time limit, you will be deemed to have no objection to the request to withdraw from the university.

You are requested to withdraw from the university based on the fact that:

The above mentioned student (**ADEEL ZIA**) has not completed the thesis defense required by the training plan within the school's designated period of time (including suspension and approved extension). Since the expiration of the student status on June 30, 2023, the extension application procedures have not been completed. After multiple reminders from the relevant teachers in charge of the college, the college has not been contacted to handle the extension application procedures.**Time and venue to appeal:**

Time: 09:00am– 17:00pm, Sep ,26th , 2023.

Venue: Room 113, Xiaguang Building , School of Chemistry and Chemical Engineering；

**Contact Person:**

Name: Ms. Ting Sun；

Tel：+86-21-54745426；

EMail：tsun@sjtu.edu.cn

Office：Room 113，Xiaguang Building , Minhang campus

School of Chemistry and Chemical Engineering

Sep, 15th, 2023