**拟作学籍处理的陈述通知函**

**ASIM ALI同学（化学化工学院，化学工程与技术专业，****班号**A2111093**，学号**021110990006**）：**

**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〔2021〕86号）第四十三条应予退学规定第（五）款“超过学校规定期限未注册而又未履行暂缓注册手续的”，上海交通大学拟对您作退学处理。请在2023年10月28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“超过学校规定期限未注册而又未履行暂缓注册手续的”的事实依据：

该生自2023年9月11日起未进行注册，也未履行暂缓注册手续，经学院相关负责老师多次提醒，仍未联系学院履行注册手续。

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10月30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10月16日

Dear **ASIM ALI**（School of Chemistry and Chemical Engineering，majoring in Chemical Engineering and Technology，Class ID:A2111093，Student ID: 021110990006）,

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, “The student has neither registered within the prescribed time limit nor applied for extension for registration”；, 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 (**ASIM ALI**) has neither registered within the prescribed time limit nor applied for extension for registration.After repeated reminders from the relevant teachers in charge of the graduated business, the student has not contacted to complete the registration procedure.

**Time and venue to appeal:**

Time: 09:00am– 17:00pm, Oct ,30th , 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

Oct, 16th, 2023