1. **Candidate/Student** **Details**

Full names of Candidate: ………………….………………….……… Student Number: ……………

Omang No. /Passport Number: ……………..……….………. Telephone No.: ………………..….

Address: …………………………………………….…………………………………………………………

Regional Campus: ……………………………….……

Programme of Study: …………………..…………………….... Course Code: ………….………...

Date: ……………………………...… and Time: …………….…………………... of incident.

1. **Description of the Incident by the Candidate/Student**

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I ……………………………………………………………… confirm that the information I have given above is true to the best of my knowledge.

Signature: …………………………….……………… Date: ………………………………………..

Received by: ……………………………………………………………… Date: …………………..

Regional Centre Official [Assessment Officer/Manager]:

Name of Officer: …………………………..……………………..

Signature: ……………………………. Date Stamp: