

TEMPLATE: Letter to Explain in English the Reason Why You Are Unable to Submit the Documents

*Fill in the all boxes below.

*Submit this letter in each unable document.

Letter to Explain in English the Reason Why You Are Unable to Submit the Documents

Name in Full	
Gender	
Date of Birth	
Date of Issue	

I,

(Name in Full)

, can not submit below

(Check the one of following)

<input checked="" type="checkbox"/>	Document
<input type="checkbox"/>	Academic transcript
<input type="checkbox"/>	Certificate of results of university entrance qualification examinations and other standardized tests
<input type="checkbox"/>	English proficiency test score

in time for the deadline of 2012 A0 April Entry (Overseas), because

(Specify the reason)

Student's Signature: _____