Dear MANALSUREN BAYARSAIKHAN（School of Mechanical Engineering，majoring in Mechanical Engineering，Class ID: **A1802095**，Student ID: **018020990018**）,

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 One, Article 43 of the *SJTU Regulations on Graduate Education and Management (HJY [2020] No.43)* on the termination of student status, “When the suspension expires, the student fails to apply for resumption of study within the prescribed period, or the student files an application but is deemed disqualified during the reassessment”, 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:

According to Article 40 of the SJTU Regulations on Graduate Education and Management ( HJY〔2020〕 No. 43): “When the suspension expires, the student fails to apply for resumption of study within the prescribed period, or the student files an application but is deemed disqualified during the reassessment”, the above-mentioned student (MANALSUREN BAYARSAIKHAN) doesn’t apply for resumption of study within the suspension expires.

**Time and venue to appeal:**

Time: 14:00 – 15:00, November 30, 2020.

Venue: Room F307, Building A, School of Mechanical Engineering

**Contact Person:**

Name: Ms. Zhang Jie; Tel：021-34205897；EMail：jiezhang95@sjtu.edu.cn

Office：Room 102 Mechanical Building A, 800 Dongchuan Road，

School of Mechanical Engineering

November 19, 2020

Receiver (signature):

Date Received:

Deliverer (signature):