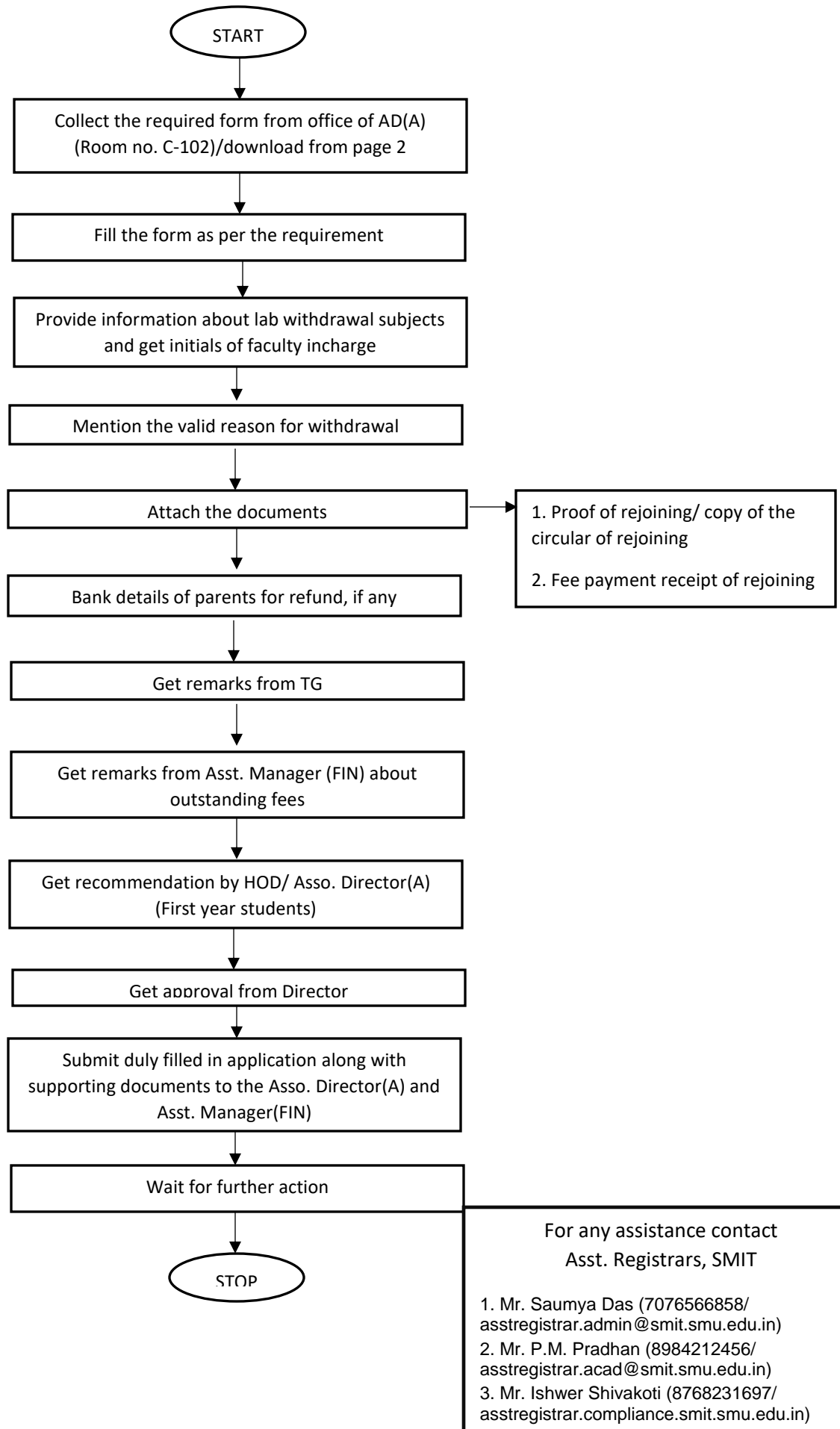


WITHDRAWAL OF LABORATORY SUBJECTS





APPLICATION FORM FOR WITHDRAWAL OF LABORATORY SUBJECTS
(Revised on 01 Aug 2017)

1. Name in full: Mr/Ms..... Regn. No.
2. Parent's name Phone No.
(F/M/G#):
3. Dept./Branch Sem/Sec.
4. Email ID Phone No.
5. Hosteller/Day scholar. If hosteller, specify the Hostel/Room No:
6. No. of Lab subjects to be withdrawn:

S/No	Sub. code	Subject Name	Initials of Faculty incharge	Semester
1				
2				
3				
4				

7. Valid reason(s) for withdrawal of Lab subjects:
8. Supporting Documents attached.
(i) Proof of Rejoining/ Copy of the circular of rejoining list: Yes/No
(ii) Fee payment receipt of Rejoining subjects: Yes/No
10. Total nos. of backlogs:
11. Bank details of parent for refund, if any to be transferred to (in CAPITAL LETTERS).
Beneficiary:.....Bank:
- Branch:.....A/C No: IFSC code:
12. Signature of the student: Date:/...../.....
13. Remarks of TG :.....
13. Remarks by Asst. Manager (Fin) about outstanding fees if any:
14. Recommended by HOD/ Associate Director (A)*:Date:.....
15. Approved by Director:.....Date:

16. Duly filled in application endorsed/approved by the competent authorities along with supporting documents as stated above shall be submitted to the Associate Director (A) and the ASST. MANAGER (FIN) for record and further actions. [Contact No: 03592- 246145 OR 03592-246117/ 246118/ 246119/ 246120 ext: 270, FE: 330, 226]

F: Father/M: Mother/G: Legal guardian – Strike out whichever is not applicable

* Associate Director (A) only for 1st. year students and HODs for Higher semester students..