APPLICATION FORM FOR WITHDRAWAL OF ORIGINAL DOCUMENTS  
(Revised on 2nd Apr 2016)

1. Name in full: ......................................................... 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. List of documents to be withdrawn.
   (i) .......................................................... (ii) ........................................
   (iii) ..............................................................
   (iv) ...........................................................
   (v) ..............................................................
   (vi) ..............................................................

7. Supporting Documents attached.  
   (i) Admission certificate: Yes/No
   (ii) Receipt of the depositing the Certificates/docs: Yes/No

8. Type of withdrawal: Temporary/ Permanent. If temporary. Specify date by which the documents will be returned to Admission Cell .................................

9. Reason for withdrawal: ..............................................................

10. Total nos. of backlogs: ......................................................

11. Signature of the student: ...............................................  Date: ....../...../.........

12. Remarks by FE, SMIT about outstanding fees if any: ..............................................

13. Recommended by HOD/ Dean (A)*: .................................... Date:...........................

14. Approved by Director/ Dean (A): ........................................ Date: ............................

15. Duly filled in application endorsed/approved by the competent authorities along with supporting documents as stated above shall be submitted to the Chairman Admissions for issuing the documents.[Contact No: 03592- 246117/ 246118/ 246119/ 246120ext: 457, 247, 410]

16. Chairman Admissions...................................................(Issued / Not issued)

# F: Father/M: Mother/G: Legal guardian – Strike out whichever is not applicable
* Dean (A) only for 1st. year students and HODs for Higher semester students.