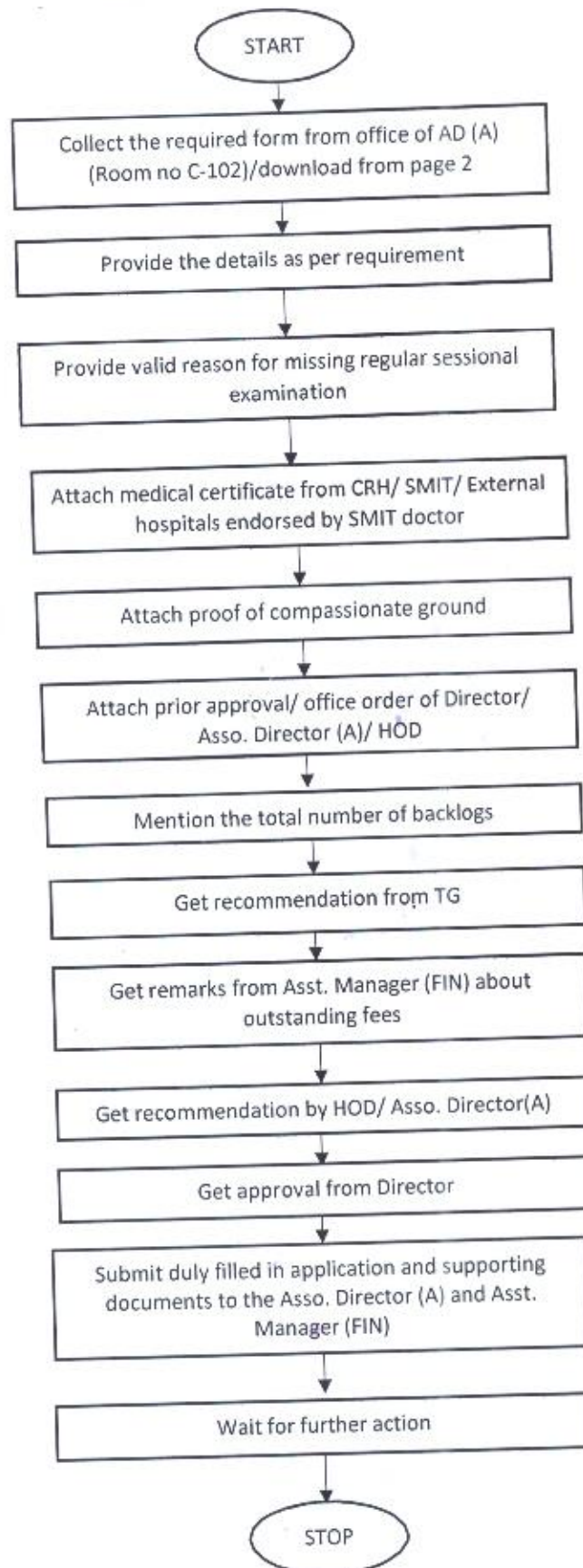


# REQUEST FOR RESESSIONAL EXAMINATION ON COMPASSIONATE/ MEDICAL GROUND/ LATE JOINING IN 1<sup>ST</sup> YEAR



For any assistance contact Deputy Registrar & Asst. Registrars, SMIT

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**APPLICATION FORM FOR CONDUCTING RE-SESSIONAL EXAMINATION  
ON COMPASSIONATE/ MEDICAL GROUND /LATE JOINING IN 1<sup>ST</sup> YEAR**  
(Revised on May 2019)

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. Valid reason(s) for missing the regular Sessional examination:.....  
.....

7. Supporting Documents attached.  
(i) Medical certificate from CRH/SMIT/External hospitals endorsed by SMIT doctor: Yes/No  
(ii) Proof of Compassionate ground: Yes/No  
(iii) Prior approval/Office order of Director/ Associate Director (A)/HOD: Yes/No

S/No	Sub. code	Subject Name	Date of missing sessional	Signature of subject teacher
1				
2				
3				
4				
5				
6				

9. Total nos. of backlogs as on date: .....
10. I am aware of the rules governing Re-sessional examination for which questions will cover the entire syllabus whereas question of Sessional I examination will cover only portion of syllabus covered before Sessional I examination.  
My option is based on my own decision and not as advised by anybody else.
11. Signature of the student: ..... Date: ...../...../.....
12. Recommended by 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 1<sup>st</sup>. year students and HODs for Higher semester students.