



Student's Form for:[Please (√) Mark] Study Continue Batch Change Course Re-registration

Date:			
To be filled by the Student			
Student's Name (Block Letter's):			
Program:	Admitted Batch:	Roll:	CGPA:
ID/Reg. No:	Mobile(Self): Home:		
Reasons for Batch Change:			
Present Batch (if any):			Transferred Batch:
Student of (√): <input type="checkbox"/> Day <input type="checkbox"/> Evening	Student's Signature and Date:		

Office Use Only (Controller of the Examination)						
Attempted Credit's:	Completed Credit's:		Remaining Credit's to be Completed:			
Student's Status:	<input type="checkbox"/> S/he attempted.....Semester up to(Only Classes/1st Mid/2nd Mid/Final Exam)					
	<input type="checkbox"/> S/he attemptedto.....with.....batch; and.....to.....semester withbatch.					
If Major Changes:	Previous Major:		Credits:		Attempted up to:	
	Present Major :		Credits:		Attempted up to:	
<input type="checkbox"/> Re-registration <input type="checkbox"/> Unoffered Course(s)	Sl. No.	Course Code	Credit(s)	Sl. No.	Course Code	Credit(s)
	1.			5.		
	2.			6.		
	3.			7.		
4.			8.			
Comments:					Signature and Date:	

Office Use Only		
Clearance Particulars	Status/Comments (Please write)	Authorized Signature and Date
Office of the Registrar (For any obligation & disciplinary issues)		
Accounts & Developments Office (For calculating fees, Previous dues & Others)		
Head/Coordinator of the Department (For Selecting batch and courses of the applicant)		

For Final Approval		
Clearance Particulars	Comments (Please write)	Authorized Signature and Date
Accounts & Developments Office (For checking fees paid & about payments plan. Is it full payment/installment?)		
Controller of Examination(For verification and final approval)		

NB:After completion of all required signatures, student must submit photocopies of this form to office of the 1) Controller of Examination,2) Accounts and Development, 3) Student Affairs office, 4) Respective Department and 5) the main copy must be submitted to the Office of the Registrar. ***Students must keep one copy of this form for his/her own purpose until graduation.