



JEPPIAAR INSTITUTE OF TECHNOLOGY

(An Autonomous Institution)

Self-Belief | Self Discipline | Self Respect

Kunnam, Sunguvarchatram, Sriperumbudur-631604



OFFICE OF THE CONTROLLER OF EXAMINATIONS APPLICATION FOR WITHDRAWAL FROM SEMSTER END EXAMINATIONS (SEE) _____ 20____ (PERMITTED ONLY ONCE DURING THE ENTIRE DURATION OF THE PROGRAM)

Name of the Student								
Register Number								
Degree & Branch								
Year of Admission & Semester Studying	20	& Semester:	Is / Are any Course(s) withdrawn during the previous semester (s)? : Yes* / No					
Reason for Withdrawal from End Semester Examinations (Original Proof to be attached)								
Courses already appeared Examination in this semester	No. of Courses:.....	Course code(s):						
No. of courses to be withdrawn & its course code(s) with examination(s) date & session	Course Code							
	Date of Exam							
	Session							
History of arrear(s) if any:	Yes*/ No							

* Not eligible for withdrawal

Encl: 1) Proof for withdrawal of course(s)

2) Exam fee payment receipt

Student's Signature with Date

Signature of the parent

❖ *Application should reach Principal's office, at least one week before the commencement of the examination for the course(s) to be withdrawn*

Recommendation by the Department

Mr/Ms.(Reg. No) has secured more than 75% attendance in all the courses of the current semester . He / She has paid the Semester End Examinations fee and the and the Proof of withdrawal is verified and found to be genuine. He /She is eligible for withdrawal from the End Semester Examination for the all the courses / courses mentioned above, as per the regulations.

Verified
Date: Faculty Advisor

Recommended
Head of the Department

Approved / Not Approved
PRINCIPAL

Note: Original application with enclosures to be submitted to COE office after getting the approval from the Principal.