



VEER SURENDRA SAI UNIVERSITY OF TECHNOLOGY: BURLA

FORM NO. (ACADEMIC): H

No.VSSUT/ / /20.....

Dated:/...../20.....

APPLICATION FORM FOR ISSUE OF MISCELLANEOUS CERTIFICATES (CGPA to Percentage Conversion / Income Tax Rebate / Course Completion / Expenditure Certificate / Medium of Instruction)

1. Name of the student (in full block letters): _____
2. Registration No. _____ 3. Semester: _____ 4. Branch: _____
5. Father's Name with address & Mobile No. _____

6. Purpose for which the certificate is required: _____
7. Whether Boarder or Day Scholar: _____
8. Whether paid recent semester dues: Amount: _____ Money Receipt / Bank Challan
No: _____ Date of Money Receipt / Bank Challan: _____

Date.....

Full Signature of the Student

Enclosures: The following documents must accompany the application failing which the certificate shall not be issued.

- a) Submit Original Money Receipt / Bank Challan of ₹100/- deposited in University Cash Counter in Accounts Section or Canara Bank, VSSUT Branch
- b) Photocopy of University Registration Card & Hostel Clearance in case of boarder
- c) Photocopy of money receipts of recent semester fees paid by the student

NO DUES CLEARANCE FROM THE HOSTEL (APPLICABLE FOR BOARDERS ONLY)

Certified that the student is a boarder and residing in the _____ Hostel.
He/she has cleared all dues and there is nothing outstanding against him/her.

Date.....

Hostel Assistant

Warden (with Seal)

FOR OFFICE USE

Certified that the documents enclosed herewith by the students are verified and found correct. He / She is a Day Scholar / Boarder of the University Hostel. He/she may be issued the above certificate.

Dealing Assistant

Section Officer

Approved & Signed

Dean, Academic Affairs / Dean, PGS & R