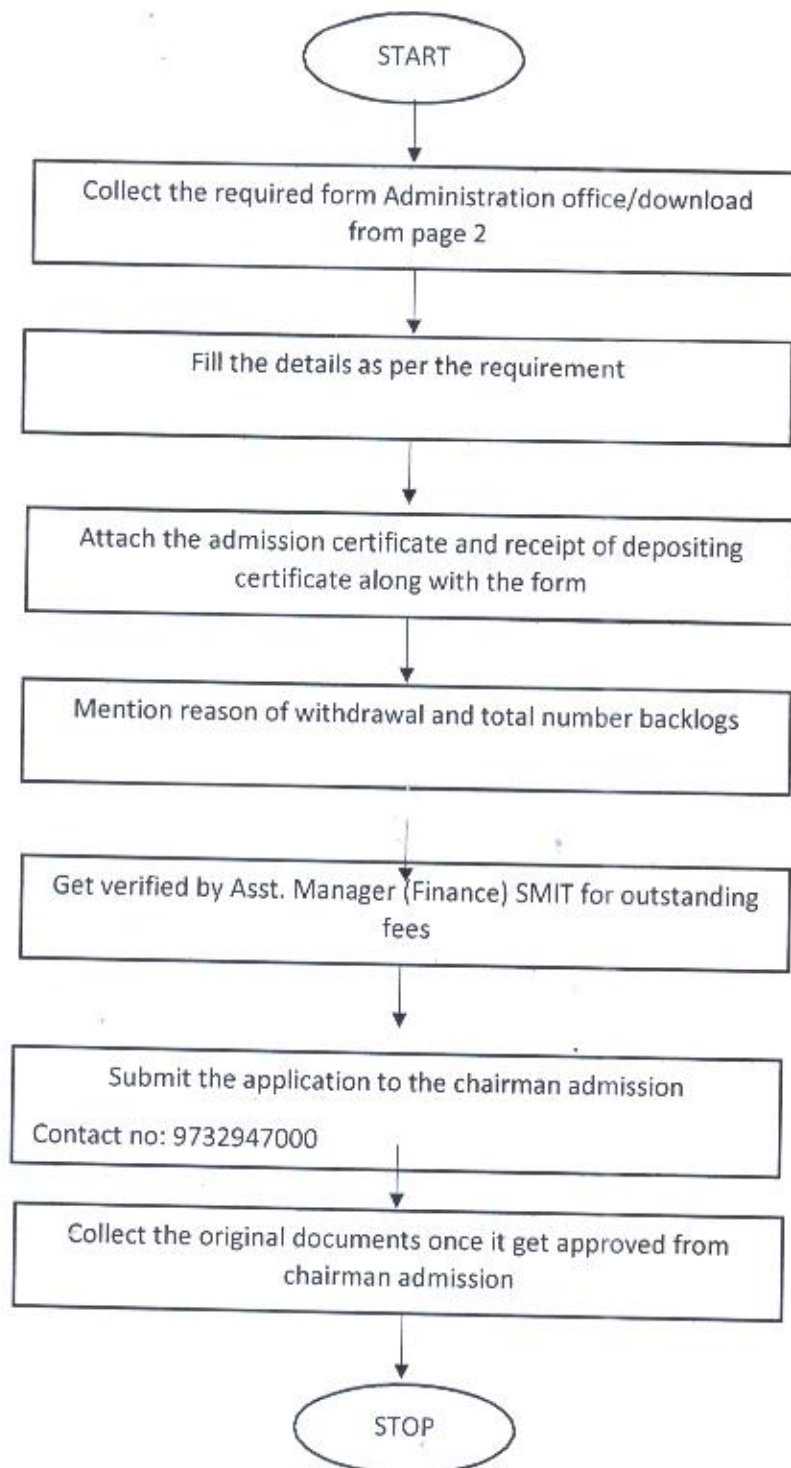


WITHDRAWAL OF ORIGINAL DOCUMENT



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

1. Dr. Anrita Biswas (9434211795/
deputyregistrar.admin@smit.smu.edu.in)
2. Mr. Ishwer Shivakoti (8768231697/
asstregistrar.acad@smit.smu.edu.in)
3. Mr. Sanjeev Kumar (9933304161/
asstregistrar.compliance.smit.smu.edu.in)



APPLICATION FORM FOR WITHDRAWAL OF ORIGINAL DOCUMENTS
(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. List of documents to be withdrawn.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:/...../.....
13. Remarks by Asst. Manager (FIN), SMIT about outstanding fees if any:
16. 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]
17. Chairman Admissions.....(Issued / Not issued)
F: Father/M: Mother/G: Legal guardian – Strike out whichever is not applicable
* Associate Director (A) only for 1st. year students and HODs for Higher semester students.