



# I M P O R T A N T

## DEADLINES

Commencement of Semester	3 <sup>rd</sup> week of Dec, 2017
Last Date of Registration	31 <sup>st</sup> Jan 2018
Last Date for Submission of Exemption form	08 <sup>th</sup> March 2018
Submission of Examination forms	18 <sup>th</sup> February to 08 <sup>th</sup> March 2018
Commencement of Examinations	1 <sup>st</sup> Monday of May 2018

## CANCELLATION & SUSPENSION OF REGISTRATION

A student of the Institute shall be deemed to be guilty of misconduct, and will face cancellation/suspension of registration, if he/she:

- fails to comply with the rules and regulations of the Institute
- fails to supply correct information to the Institute
- fails to comply with any of the directives issued by the Management of the Institute
- involves himself/herself in such activities which cause damage to the image of the Institute
- uses unfair means in an examination
- is found indulged in under-hand dealing with any official or officials of the Institute
- In the event of any misconduct or breach of any regulation by a registered student, the BOG may, if it is satisfied after such investigation as it may deem necessary and after giving an opportunity of being heard, suspend or cancel the registration of the student
- Registration of a student shall be cancelled and all fee paid shall be forfeited if educational documents are found fake at any later stage
- Registration of a student, who does not pay the annual subscription within six months from the date it falls due, i.e. 1<sup>st</sup> July of every year is liable to be cancelled
- Student must fill New Registration Form for session Summer -2018.

I declare that I have read and agree with above instruction and the information provided in this form is true & correct to the best of my knowledge and belief.

Date: \_\_\_\_\_

\_\_\_\_\_  
Signature of Applicant

### To be filled by Center Incharge / Approved College Incharge

Documents in Order \_\_\_\_\_

- |                                            |                                      |
|--------------------------------------------|--------------------------------------|
| i) C.N.I.C <input type="checkbox"/>        | v) Master <input type="checkbox"/>   |
| ii) Matriculation <input type="checkbox"/> | vi) Photos <input type="checkbox"/>  |
| iii) Intermediate <input type="checkbox"/> | vii) Others <input type="checkbox"/> |
| iv) Graduation <input type="checkbox"/>    |                                      |

Checked by: \_\_\_\_\_

Student informed of deficiency: \_\_\_\_\_

\_\_\_\_\_  
Seal & Signature of Principal / Center Incharge

### FOR OFFICE USE ONLY

Registration No. Granted \_\_\_\_\_

Deficiency \_\_\_\_\_

Checked by: \_\_\_\_\_

(Assistant Director – Education)

Registration Card Prepared & issued on: \_\_\_\_\_

Signature of Registration Card issuing person: \_\_\_\_\_

Approved by: \_\_\_\_\_

(Deputy Director – Education)