



Form No:PG4

**INDIAN INSTITUTE OF TECHNOLOGY (INDIAN SCHOOL OF MINES) DHANBAD
OFFICE OF THE DEAN (ACADEMIC)****APPLICATION FORM FOR PG DIPLOMA****(Application Form to be submitted to the DPGC Convener of the respective department)**

Academic Session		Monsoon / Winter		Academic Year		20__ - 20__		
1.	Name of Student: (Block letters)							
2.	Admission No.		Department					
3.	Program		Branch					
4.	Institute Email ID		Contact Number					
Academic Record (Current Grade Sheet to be attached)								
		Semester	SGPA	Semester	SGPA	Semester	SGPA	
5.		1 st		2 nd		3 rd		
		4 th		5 th		6 th		
		CGPA		All prescribed courses of 1 st year cleared in Single Attempt :				
				YES/NO <input type="checkbox"/>		<input type="checkbox"/>		
6.	Reason for withdrawal from PG Program (Pl. attach supporting documents, if any)							

Declaration: I am going to withdraw from the PG Degree Program for obtaining a PG Diploma on my own accord. Before submitting the application form for the same I have read carefully all the terms and conditions to be fulfilled and the guidelines as laid down for withdrawing from the PG program with PG Diploma.

After going through the prescribed terms and conditions which have to be fulfilled for obtaining the PG Diploma, I do hereby declare that if the PG Diploma is awarded to me then I will not make any demand for allowing me to continue my PG program for obtaining the PG Degree in future. In this regard, I have attached an Undertaking Form duly signed by me, as per the prescribed format of the Institute.

Date: _____

(Signature of Student)

Recommendation of the concerned Department

Recommended by the Convener, DPGC in consultation with the Head of the Department:

Date: _____

(Signature of Convener, DPGC)

FOR OFFICE USE ONLY**VERIFICATION:** All the eligibility criteria for getting PG Diploma degree have been fulfilled by the student: **YES**
NO **Remarks, if any:** _____

Date: _____

(Signature of Dealing Assistant)

FORWARDED BY
ASSOCIATE DEAN (ACADEMIC – PG):

Date: _____ Signature of AD (Academic – PG)

RECOMMENDED BY DEAN (ACADEMIC):

Date: _____ Signature of Dean (Academic)

APPROVAL OF THE CHAIRMAN SENATE**Signature of the Chairman, Senate**

Date: _____

U N D E R T A K I N G F O R M

(To be submitted by the PG students who wish to withdraw from the PG program and apply for the award of PG Diploma)

I, Mr./Ms. _____ (Admission No. _____),
Name of the Student

Date of Admission _____), a _____ student of the _____ Department,
M.Tech/M.Sc./M/Sc.Tech/MBA/MBA (BA)Department/Branch

do hereby undertake and solemnly declare that I am not interested to continue the program and I wish to

withdraw from the said program with a PG Diploma at the end of _____ semester of
Monsoon/Winter/Summer

the Academic year _____.

Since I am making a request for withdrawing from PG program with a PG Diploma, I do also hereby declare that I will not have any right to make a demand in future to allow me to continue again in the same PG program for obtaining the PG Degree, in case my request to leave with a PG Diploma is accepted by the Institute.

I am giving my affirmation that I will fulfil all the terms and conditions as well as guidelines for permanently withdrawing from the PG program with a PG Diploma. I also understand and accept that the PG Diploma will be awarded only at the time of Convocation.

I accept that any kind of violation of the rules and regulations of this Institute or the terms, conditions and guidelines, then the Institute will have the right to withdraw my PG Diploma without any prior notice.

Date: _____

(Signature of the Student)