

Dated:_____

Dean Academics,
Guru Nanak Dev Engineering College,
Ludhiana.

Through : HOD_____

Subject: Regarding Re-Admission in _____ semester, session Jan/July_____ to June/Dec_____.

Sir,

It is hereby requested that I _____ S/o _____
have taken admission in B.Tech./M.Tech./BBA/BCA/MBA/MCA. My name was struck-off from college rolls due to not filling regular examination form/non-payment of semester fee (strike out which in not applicable)/any other reason _____ for the semester Jan./July_____ June/Dec_____. Following are the details **(must be verified by the concerned dept. clerk and duly recommended by the dept. HoD):-**

Program me	Branch	Branch Code	Admission Year	Re-Admission Year	Leet Non Leet	Maximum Duration of Course/ Duration Remained	Student Name	Father Name	Mother Name
1	2	3	4	5	6	7	8	9	10
						____ Years / ____ Years			

Gender	Old College Roll No.	Proposed College Roll No.	University Roll No.	Semester	Shift	FWS / Non-FWS	Group	New Batch
10	11	12	13	14	15	16	17	18
		By Acad. Sec.						

Scheme Code	Credit Base Scheme	AICTE/ UGC	Full/Part Time	Student Fee Category	Hostler/ Day Scholar	Total Fee (Rs.) (without hostel Fee)
19	20	21	22	23	24	25
						To be filled by Acct. Br.

All the necessary documents are attached herewith. Kindly re-admit me in _____ semester as regular candidate for the session Jan./July_____ June/Dec_____.

Yours faithfully,

Signature of candidate

Name of Candidate_____

Mobile No._____

Attachments:-**(Note :- All the documents must be self-attested by the candidate)**

1. Copies of result notifications (Regular & Re-appear) of all semesters attended.
2. Copy of recent previous semester fee slip.
3. Original Gap Affidavit

**Self-declaration regarding discontinuity in studies (Gap Affidavit) on minimum of Rs.50/-
Stamp Paper, attested by a Notary Public.**

AFFIDAVIT

I, _____ S/D/O Sh. _____ Aadhaar Card No. _____ resident of _____ do hereby solemnly affirm and declare as under:-

1. That, I took admission at _____ in _____ during session _____ vide University Roll No. _____.
2. That, I have completed / appeared in upto _____ semester(s) in (Month & Year).
3. That, due to _____ (reason of gap in studies), I could not able to continue my studies.
4. That, there is gap of _____ in my studies from (Month & Year) to (Month & Year).
5. That, during this gap period I was not involved in any offence or illegal activities and no criminal / civil case is pending against me in any court.
6. That, during this gap period I had not joined any other educational institute.
7. That, I want to take re-admission at _____ in _____ Semester from (Month & Year) to complete my degree within stipulated period.

Place : _____

Deponent

Dated : _____

Verification :

Verified that the contents of above said affidavit are true and correct to the best of my knowledge and belief.

Place : _____

Deponent

Dated : _____