

(Application Cost Rs. 100/-)

Application for Condonation of Break of Study and Re-Admission

(i) Processing Fee : Rs.2,000/-
(Common for all UG/PG Courses)

(ii) Condonation Fee :
As per revised fee structure

3 (a) For all Para-Medical/
Para Professional
Courses (UG/PG)

(b) For Dental/Medical/
Indian Medicine and
Homeopathy UG/PG
Courses

Details of remittance of fee:

(i) Processing Fee : Rs.2,000/-

(ii) Break of study
and Condonation
fee : Rs.

(iii) Demand Draft No:
Date :
for Rs. :
Receipt No:
Date:
Rs.:

(v) If the application is
downloaded, cost of
application Fee Rs.100/-
should be remitted.

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1. Name of the Student :
 2. Name of the Course :
 3. Name of the College :
 4. Academic year of admission :
 5. Date of Joining the Course :
 6. University Registration No. :
 7. Year of Study at the time of discontinuance
of the course :
 8. Date of discontinuance of the course :
 9. Details of subjects already passed (xerox copies
of Mark statements to be enclosed)

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10. Reasons for the discontinuance of the Course. If, on Medical reasons, please enclose Medical/Fitness Certificates for the break period :
11. Details of previous break of study
11 Spell and period of break of study may be furnished along with a copy of University order :
12. Whether vacancy is available for the above discontinued student in the course in that particular academic year of admission :
13. Whether any disciplinary case is pending for disposal :
14. If any correspondence was made in the past in this regard, please furnish the copies of relevant records for perusal :

CERTIFICATE

I am forwarding herewith the application of Thiru/Selvi/Tmt/Dr. of this College admitted in the Academic Year for the Degree/Diploma Course with Registration No..... who discontinued the studies on and requested for re-admission. His/Her has not been filled up and still it is vacant. I declare that, all the particulars furnished in this Proforma are True and found to be correct.

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2. Certified that, the details of date of discontinuance; vacancy position; previous break of study and subjects already passed have been verified with our records in respect of the above candidate and found to be correct.
3. Certified that, he/she has not been re-admitted into course so far and re-admission will be made only after the receipt of University's permission.

COLLEGE DATE SEAL:

SIGNATURE OF THE DEAN / PRINCIPAL

- Encl: 1. Representation from the candidate
2. Xerox copies of Mark Statements
3. Medical/Fitness Certificate if any in original

NOTE:

- (a) All the columns in the Proforma should be filled neatly and forwarded by the Dean/Principal of the College/Institution duly signed and College Date seal affixed along with a required fees.
- (b) The Dean/Principal of the College/Institution cannot permit to rejoin the course of any Break of Study candidate without obtaining University's prior condonation orders. Violation, if any, in this regard will not be entertained and such period of attendance shall not be taken into account for permitting him/her for University examination.
- (c) The Demand Draft should be obtained in favour of "The Registrar, Tamil Nadu Dr. M.G.R. Medical University, Chennai".
- (d) The Dean/Principal of the College/Institution are directed to review the attendance every Fortnightly / Monthly and ensure that proposals for the discontinued students for Condonation of Break of Study should be forwarded to this University immediately.
- (e) Fees once paid, will not be refunded under any circumstances.