



KONGU ENGINEERING COLLEGE

(Autonomous)
PERUNDURAI ERODE – 638 060

OFFICE OF THE CONTROLLER OF EXAMINATIONS

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APPLICATION FOR WITHDRAWAL FROM EXAMINATION

1.	Month & Year of Examination for which withdrawal requested			
2.	Register Number			
3.	Name of the Candidate			
4.	Degree & Branch			
5.	Semester No.			
6.	Reason for withdrawal			
7.	Payment of Examination Fee	Amount: Rs.		
		Receipt No. and date:		
8.	Whether applied for withdrawal in earlier semester examination, if yes Month and Year.			
9.	Courses for which the withdrawal requested			
	Sem.	Course Code	Course Name	Percentage of Attendance
10.	Over all Percentage of Attendance			
Date:		Signature of the Candidate		

Recommendation by the HOD	Recommendation by the Dean
Signature	Signature

Permission accorded / Not accorded

Principal

INSTRUCTIONS

1. A candidate may, for valid reasons, be granted permission to withdraw from appearing for the examination in any course or courses of only one semester examination during the entire duration of the degree programme. Application for withdrawal is permitted only once.
2. Withdrawal application shall be valid only if the candidate is otherwise eligible to write the examination and is made to the Principal prior to the last examination of that semester recommended by the Head of the Department.
3. Withdrawal shall not be treated as an attempt for the purpose of classification.