



KONGU ENGINEERING COLLEGE
 (Autonomous)
 PERUNDURAI ERODE – 638 060
OFFICE OF THE CONTROLLER OF EXAMINATIONS

Intercom: 645
 Direct : 04294 226645
 E-mail: coe@kongu.ac.in

APPLICATION FOR WITHDRAWAL FROM EXAMINATION

1.	Month & Year of Examination for which withdrawal requested			
2.	Register Number			
3.	Name of the Student			
4.	Degree & Branch			
5.	Current Semester			
6.	Reason for withdrawal			
7.	Whether applied for withdrawal in earlier semester examination, if yes Month and Year.			
8.	Courses for which the withdrawal requested			
Sem	Course Code	Course Name	Date of Examination	Percentage of Attendance
9.	Over all Percentage of Attendance			

Date:

Signature of the Candidate

Recommendation by the Class Advisor <p style="text-align: center;">Signature of the Class Advisor</p>	Recommendation by the HOD <p style="text-align: center;">Signature of the HOD</p>
--	--

COE	Permission accorded / Not accorded Principal
-----	---

INSTRUCTIONS

1. A Student 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 Student 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.
4. Withdrawal is permitted for the end semester examinations in the final semester. However, the student is not eligible for First class with Distinction.