



APPLICATION FOR RE – ADMISSION

To
The Registrar
Presidency University
Kolkata – 700 073

Date: _____

Sir,

I wish to apply for re – admission to class in the session
for the following reasons :

1. Failed to pass in the following subjects in
.....
.....Examination.
2. Declared ineligible to sit for theExamination.
3. Did not appear at the Examination on Medical ground..
(Medical Certificate is to be attached)
4. Name withdrawn for the session on Medical ground or any other reasons.

I shall abide by the rules and regulations pertinent to readmission of this university

Name.....
(in Block Letters)

Yours obediently,

Department Year
Class Roll No Session

(Signature in full)

Registration No of 20

Address

.....

(Not to be filled in by the Students)
Reports and Recommendations

Head of the Department: *(Strictly Confidential; to be sent to Dean of Faculty in sealed envelope through peon book)*

Attendance record to be stated in the last two semesters:

Specific Opinion of The Head of the Department with signature

Opinion of the Dean of the Faculty: (Strictly Confidential)

Opinion of the Finance Office (mention dues if any)

Opinion of the office of the Controller of Examinations

Recommendation from the Office of the Registrar

The applicant may be readmitted on payment of all dues / not to be readmitted

Registrar