PANSKURA BANAMALI COLLEGE (AUTONOMOUS)

Panskura R.S. • Purba Medinipur • W.B. – 721152

NAAC Re-accredited
'A' grade PG College

Form-12

APPLICATION FOR 'NO DUES' CLEARANCE

Date : | | | | | |

To
The Principal
Panskura Banamali College (Autonomous)

Dear Sir,

Most humbly let me inform you that I am likely to remain absent for a few days for reasons most urgent. The relevant details about my studentship and probable reasons behind absence are as follow:

1. Name: ______________________ Gender: ____________ Date of Birth: ____________

   Mobile: ______________________ e-mail: ______________________

2. Class: UG / PG (please tick); Discipline: Arts/Science/Commerce/B.Ed./B. P. Ed/M.P. Ed (please tick);

   Current Semester (1st/2nd/3rd /4th /5th /6th): ____________, Class Roll no.: ____________

3. Details of Examination (ESE) to appear for [or ESE last appeared for, in case of passing-out students]:

a) Examination held/to be held in the Month/s of ______________________ Year: ____________

b) Registration no: ______________ of session: ____________ Roll ____________ Number ________

4. Following are the certified statements of my Dues outstanding/'No Dues':

Sl. nos.	Sections/Office/Departments	Remarks (Dues/No Dues)	Signature of the authorized office holder	Date
1	Administrative Office			
2	Department/s			
3	Hostel (if availed as a boarder)			
4	Sports Store (in case of the Phy. Edu. Students)			
5	NCC (in case of the Cadets only)			
6	NSS (for the Volunteers only)			
7	Account Section			
8	Central Library			

I have no outstanding dues either in any of these departments or elsewhere. Kindly take necessary action.

Your Sincerely,

____
(Sign here)

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FOR OFFICE USE ONLY

Received by	Date