

MALAVIYA NATIONAL INSTITUTE OF TECHNOLOGY JAIPUR

ACADEMIC SECTION

No.F.4 (P)Senate/MNIT/Acad/2015/32-11

Dated: 11-05-2015

OFFICE ORDER

Sub: Matter regarding the students who after getting enrolled in their respective UG/PG/Ph.D. programs withdraw from their respective enrolled programs in the Mid-way i.e. without its successfully completion.

As per the decision taken by the Senate in its 32nd Meeting (Item No 32-3.8) held on 28th March 2015 and the approval of the competent authority the following guidelines shall be applicable in respect of the students who after getting enrolled in their respective UG/PG/Ph.D. programs withdraws in the Mid-way of the programme (i.e. without its successful completion).

- (i) In case a PG/Ph.D. student availing Institute Assistantship withdraws from the concerned enrolled program in midway (i.e. without its successful completion), the Institute Caution money shall not be refunded to him/her till he/she clears the pending dues i.e. the student shall have to refund the entire amount of scholarship/Institute Assistantship received by him/her from the date of commencement of the programme.
- (ii) Only those students who complete the programme shall be eligible to get "Character Certificate" and "Migration Certificate" from the institute on demand and on submission of No Dues certificate. However, in case, any student withdraws from the respective enrolled programme in the Mid Way, he/she shall be issued only a letter indicating his/her period of study in the Institute on submission of the No Dues Certificate.
- (iii) All the students who enroll in their respective P.G./Ph.D. programmes with Institute Assistantship shall have to submit an "undertaking" as stipulated on a prescribed format (on a non-judicial stamp paper of Rs. 50/- duly signed by a Notary).
- (iv) In case a UG/PG/Ph.D. student withdraws from the enrolled program in the midway, the fee paid by him/her shall not be refunded.

NOTE: The above order supersedes the earlier order(s) issued in this context.


Dy. Registrar (Academic)

Copy to:

1. All Deans, HoDs.
2. All Faculties.
3. PS to Director.
4. PA to Registrar.
5. All students.
6. Guard File.


Dy. Registrar (Academic)