

# NATIONAL INSTITUTE OF TECHNOLOGY SIKKIM

NAME OF THE STUDENT (In English & Hindi): ...../.....

ROLL NO.: ..... BRANCH: .....

**Contact Details for Future Communications:**

Address with E-mail & Mobile No:.....

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## **CONSOLIDATED CLEARANCE CERTIFICATES FOR FINAL YEAR STUDENTS**

**General Instructions:**

**To designated officials:**

- (a) Tick (·) whichever is applicable. Please strike off / pen through the irrelevant portion / option. Please sign with your official seal and date.
- (b) You may please attach separate sheets with your comments if needed. Give your specific comments in cases fines are to be imposed or caution money to be deducted / forfeited. Use separate sheet if needed.

**To students:**

- (a) Irrespective of branch, students have to take clearances from all the laboratories.
- (b) After getting all the clearances, please submit the consolidated form to Academic Affairs' Office.
- (c) If the student fails to get all the clearances on time, his / her final mark sheet, provisional and final degree certificate(s) shall remain withheld.

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**Signature of Students**

**Clearance from Training and Placement Cell**

Details of placement interviews and Job Offer:

Company-I	Name of Company	Address	Package (CTC / p.a.)	Place of posting
<b>Company-II</b>				
Not selected the company			Yes/ No	

Note: Attach a copy of Offer Letter/Selection letter or indent

**Clearance Form:**

GATE (Yr)..... appeared <b>Yes/No</b>  Mention Year:.....  GATA Score:.....	<b>Remarks &amp; Sign of FIC T&amp;P:</b>
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<b>Department</b>	
<b><u>Clearance from Departments.</u></b> <i>Dues in Laboratory</i> <b>Remarks of TA/Technicians:</b>	
<i>Others clearance, if any</i>  <b>Remarks &amp; Sign of HoDs:</b>	
<b><u>Clearance from Knowledge Information Centre</u></b>  <i>(Books / journals / magazines / CD / DVD and other financial dues or fines etc.)</i>	<b>Remarks:</b>  <b>Sign of KIO</b>
<b><u>Clearance from Student Affairs Office</u></b>  ➤ <b>Hostel Clearance</b>  ➤ <b>Mess Clearance</b>	Remarks & Sign of Mess Manager: .....  Remarks & Sign of Warden: .....  Remarks & Sign of Chief Warden: .....
<b><u>Clearance from FIC, Sports and Extra-curricular Activities</u></b>  <i>(Any damage / loss to sports / gym / or music items)</i>	<b>Remarks:</b>  <b>Sign of Music In-charge</b> <span style="float: right;"><b>Sign of Sports In-charge</b></span>
<b><u>Clearance from FIC, ICTI</u></b>  <i>(Any damage / loss of items / return of items)</i>	<b>Remarks:</b>  <b>Sign of FICTI</b>
<b><u>Clearance from Examination Cell</u></b>	<b>Remarks:</b>  <b>Sign of Controller In-charge</b>

<b>Clearance from Dean In-Charge (Student Welfare)</b>	<b>Clearance from Dean In-Charge (Academic )</b>
<b>Comments:</b> <ul style="list-style-type: none"> <li>• No disciplinary action is pending against the student, neither any fines are due.</li> <li>• Specific Comments:..... ..... .....</li> </ul> <b>Signature:</b>	<b>Comments:</b> <ul style="list-style-type: none"> <li>• Student has cleared all the subjects from I to VII semesters</li> <li>• VIII<sup>th</sup> semester for which results are awaiting</li> <li>• No disciplinary action is pending against him / her for academic misconduct</li> <li>• Specific Comments:..... .....</li> </ul> <b>Signature:</b>

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## AUTHORISATION LETTER FOR DIRECT TRANSFER OF CAUTION DEPOSIT AND OTHER REFUNDS

I authorize NIT Sikkim to transfer cash directly to my following bank account for refunds and return of caution deposits after duly verifying the records..

NAME OF THE ACCOUNT HOLDER (CAPITAL LETTERS):

.....

BANK NAME: .....Address.....

ACCOUNT TYPE: SAVINGS / CURRENT ACCOUNT (Please tick •)

ACCOUNT NUMBER: .....

Bank CODE: .....IFSC CODE: .....MICR Code: .....

I have deposited Rs..... (as Library caution fee), Rs.....( as Mess Caution deposit),  
Rs.....(as Hostel caution deposit), Rs.....(as Institute caution deposit),  
Rs.....(as Laboratory caution deposit) during beginning of Course.

**Signature of Students**

Mr. / Miss. ....

Date: .....Place: .....

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### For NIT Sikkim Office Only

The student is eligible for refund of money as follows:

- |   |   |
|---|---|
| 1. Library caution amount: Rs..... /-     | 2. Hostel caution deposit amount: Rs. .... /- |
| 3. Mess Caution Deposit: Rs. .... /-      | 4. Laboratory caution deposit: Rs. .... /-    |
| 5. Institute caution deposit: Rs. .... /- | 6. Misc. amount (if any): Rs. .... /-         |

**Total amount to be refunded: Rs. .... /-**

(In words: Rupees ..... only)

**Checked by:**

**Authorized signatory:**

**Instructions:**

1. PROVIDE ONLY YOUR OWN ACCOUNT DETAILS. Money will not be credited to any relative or friend's account.
2. Please write in capital letters and clearly readable hand-writing
3. Look into your bank pass book for Bank address, IFSC and MICR codes. You may attach a Xerox copy of cancel cheque.
4. Bank account of State Bank of India (SBI) shall be preferable.
5. The actual amount shall be refund after verification and subject to the deduction, if any