



**भारतीय प्रौद्योगिकी संस्थान भुवनेश्वर**  
**INDIAN INSTITUTE OF TECHNOLOGY BHUBANESWAR**  
शैक्षणिक अनुभाग /Academic Section

**Student Resignation Form for PG & RP Programme**

**For Student's Use:**

Name		
Roll No.		
Program		
Discipline/School		
Date of Admission		
In case of Research Scholar	Name of Supervisor	
	Name of Research Area	
	Grades in courses done at IIT Bhubaneswar (enclose grade card)	
Proposed Date of Resignation/Withdrawal		
Reason of Resignation/Withdrawal		
Supporting documents (For example, in case of Job (attach offer letter)		
Contract Details	Mobile No.	
	Address for correspondence	

**Signature of the Student with date**

Comments by Faculty Advisor/Supervisor/PG Co-ordinator:

**Signature of Faculty Advisor/Supervisor**

**Signature of PG Co-ordinator**

**Recommended / Not Recommended**

**Signature of HOS/HOD**

\*\*\*\*\*

**For Academic Office use:**

1. Based on the recommendation received from the Faculty Advisor/Supervisor and HoS/HoD, the resignation submitted by Mr./Ms. \_\_\_\_\_, bearing Roll Number \_\_\_\_\_, may be approved **w.e.f.** \_\_\_\_\_.
2. Further, as per practice, an amount of ₹\_\_\_\_\_/ - towards \_\_\_\_\_ may be refunded, subject to the submission of the **No Dues Certificate** from the concerned Departments/Schools/Sections by the student/scholar. The refund will be made to the bank details provided by the student.
3. As per the guidelines, the student is required to pay **₹1,000/-** (Rupees one thousand only) towards the **processing fee**.
4. Other Comments: \_\_\_\_\_.

Submitted for approval.

**Signature of the Dealing Assistant / JS/SO**

**Assistant Registrar (PG&RP)**

**Recommended / Not Recommended**

**Dean (PG&RP)**

**Approved / Not Approved**

**Director**