

SWAMI VIVEKANANDA INSTITUTE OF SCIENCE & TECHNOLOGY

CLEARANCE FORM FOR PASS OUT STUDENT

DEPARTMENTAL CLEARANCE

Certified that _____ Roll No _____ in the Department of _____
has no pending in any form pertaining in Laboratory / Workshop /Department recoverable from him/her. I hereby give him/her clearance from the departmental Laboratories / Workshop and finally from the department.

Signature of HOD / Dept. In-charge
(Seal)

LIBRARY CLEARANCE

Student has to submit all books and library card

Certified that _____ Roll No _____ in the Department of _____

Library dues as following:

| <u>Name of Books</u> | <u>Book Number</u> | <u>Name of Books</u> | <u>Book Number</u> |
|----------------------|--------------------|----------------------|--------------------|
| 1. | | 5. | |
| 2. | | 6. | |
| 3. | | 7. | |
| 4. | | 8. | |

Total Books

has no Library dues in the form of books / software / journal etc. I hereby give him/her clearance from the Library.

Signature of Librarian / Asst. Librarian
(Seal)

ACCOUNTS CLEARANCE

Certified that _____ Roll No _____ in the Department of _____
has no monetary due in any form recoverable from him/her. I hereby give him/her clearance from the Accounts Department.

Signature of Accountant
(Seal)

HOSTEL CLEARANCE (if applicable)

Certified that _____ Roll No _____ in the Department of _____
has no bus dues in any form recoverable from him/her. I hereby give him /her clearance from the Transport section.

Signature of Maintenance Representative
(Seal)

DELIVERY OF GRADE CARD

Delivered Grade Card / other Official document to the Candidate.

Signature of Office In-charge
(Seal)

OFFICE OF PRINCIPAL

NOTES TO ACCOUNTS DEPARTMENT

Official procedure is completed & caution money may be released.

Signature of Principal
(Seal)

