

# 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

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.		6.	
2.		7.	
3.		8.	
4.		9.	
5.		10.	

#### 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)

