Appendix A – Proof of absence

(Line 10 to 13 to the application from the exemeption to the semester ticket)

Personal Details

Last name, First name	Register no.
Course of Study	

Details of the person attesting this form on behalf of the Head of Department/Controller of Examinations/Students' secretariat/company of employment

Last name	
First name	
Telephone no.	
E-mail	Stamp

Declaration to be signed duly by the concerned staff of the Head of Department/Controller of Examinations/Students' secretariat/company of employment

This is to certify that the above-mentioned student will be undertaking his/her curricular activities, for a minimum time frame of four consequtive months, upto the date mentioned here:

Date

The undertaking of above-mentioned curricular acticvities necessitates permanent residence for atleast four consequtive months at the following place:

Postal Code

Place

The reason for residence at the above-mentioned place is:

- ☐ Semester in Industry
- ☐ Compulsory Internship
- ☐ Semester Abroad
- ☐ Completion of Thesis

☐ It is hereby certified that the above-mentioned student is allowed leave for the entire duration of the current semester, starting the first day of the current semester. (Current Semester being the semester in which this application is being made.)

Place	Date
Signatures of the attesting authority	