

DEPARTMENT OF TECHNICAL EDUCATION : CHENNAI 600 025

**APPLICATION FORM FOR READMISSION (EVEN SEMESTER) INTO B.E. / B.TECH. / B.ARCH.
AND
PG (MBA / MCA / M.E. / M.TECH.) DEGREE COURSES 2010-2011 (EVEN SEMESTER)**

1	Name of the Student (in CAPITAL LETTERS)	:														
2	Name of the College with Full Address in which last studied	:														
3	Through which mode the student was originally admitted into B.E. / B.Tech. / B.Arch. Degree Courses (√ - Tick the relevant box)	:	FIRST YEAR (FULL TIME)		<input type="checkbox"/>											
			DIRECT SECOND YEAR (LATERAL ENTRY)		<input type="checkbox"/>											
			PART TIME		<input type="checkbox"/>											
4	Month and Year of Admission into First year B.E / B.Tech / B.Arch Degree Courses	:	<table border="1" style="margin-left: auto; margin-right: auto;"> <tr> <td style="width:10%;">Month</td> <td colspan="4"></td> </tr> <tr> <td>Year</td> <td style="width:10%;"></td> <td style="width:10%;"></td> <td style="width:10%;"></td> <td style="width:10%;"></td> </tr> </table>				Month					Year				
Month																
Year																
5	Branch of Study	:														
6	The College in which Readmission is sought Affiliated to (√ - Tick the relevant box)	:	AU-CHENNAI	<input type="checkbox"/>												
			AU-COIMBATORE	<input type="checkbox"/>												
			AU-TRICHY	<input type="checkbox"/>												
			AU-TIRUNELVELI	<input type="checkbox"/>												
7	Anna University Register No.	:	<table border="1" style="margin-left: auto; margin-right: auto;"> <tr> <td style="width:10%;"></td><td style="width:10%;"></td><td style="width:10%;"></td><td style="width:10%;"></td><td style="width:10%;"></td><td style="width:10%;"></td><td style="width:10%;"></td><td style="width:10%;"></td><td style="width:10%;"></td><td style="width:10%;"></td> </tr> </table>													
8	DESCRIPTION	:	SEMESTER	YEAR												
	Semester / Year during which the Course was Discontinued	:	<small>For example: IV</small>	<small>For example: 2009-10</small>												
	Semester / Year during which Readmission is sought	:	<small>For example: IV</small>	<small>For example: 2010-11</small>												
9	Reason for Discontinuance of study:															
10	Address for Communication (in Capital Letters):															
	Contact Mobile Number of the Student:															
	<table border="1" style="width:100%; height: 20px;"> <tr> <td style="width:10%;"></td><td style="width:10%;"></td><td style="width:10%;"></td><td style="width:10%;"></td><td style="width:10%;"></td><td style="width:10%;"></td><td style="width:10%;"></td><td style="width:10%;"></td><td style="width:10%;"></td><td style="width:10%;"></td> </tr> </table>															
	Email ID:															
	Signature of the Student															

UNDERTAKING

I hereby agree for the Readmission, accepting the conditions that the University may prescribe in this regard.

I further agree and state that,

- (i) I shall appear for the equivalent or additional papers, if any, that may be prescribed by the University.
- (ii) I shall not prefer any claim or right for exemption for any papers whatsoever;
- (iii) I shall not prefer any representation seeking stay of or exempting from the operation of any part or in full of the conditions to be prescribed by the University / College
- (iv) I shall diligently and faithfully follow the instructions and curriculum of the / University.
- (v) I agree to pay whatever fees that are prescribed by the concerned University for such Readmission.
- (vi) I am aware that the Readmission ordered by the CTE is subject to confirmation by the respective Anna University.

Station:

Date:

Signature of the Student

TO BE FILLED BY THE PRINCIPAL OF THE INSTITUTION IN WHICH READMISSION IS SOUGHT

(If the particulars below are not furnished the application will not be considered)

**Particulars of Lack of Attendance in Even Semester (II, IV, VI, VIII) during
December 2009 - May 2010**

Name of the Student	
Reg. No of the Student	
Mention the Even Semester in which the student was put into lack of attendance (II, IV, VI, VIII)	
Total No. of Periods taken into account for calculation of attendance for the above Semester (B.E. / B. Tech. / B. Arch Degree Courses)	
No. of Periods attended by the Student	
Percentage of the Attendance	

Note: The attendance particulars communicated to the Controller of Examinations of the respective Anna University should be furnished above, with the proof of copy sent to the Controller of Examination.

The following documents are enclosed:

1)	Mark Sheet pertaining to the previous Odd semester studied (I, III, V, VII)	YES <input type="checkbox"/>	NO <input type="checkbox"/>
2)	Copy of details of Lack of Attendance sent to Controller of Examination during April / May 2010 (Proforma copy)	YES <input type="checkbox"/>	NO <input type="checkbox"/>
3)	Copy of Readmission already ordered by this office in respect of this student	YES <input type="checkbox"/>	NO <input type="checkbox"/>

Note: If the above documents are not enclosed, the application will not be considered for Readmission

Office Seal:

Signature of the Principal

GENERAL INSTRUCTIONS

1	Application received after the due date will be summarily rejected.
2	The Readmission application should be sent only as per the revised format put up in the DOTE website.
3	In any case, Principals should readmit a student only after obtaining the Readmission orders from the Commissioner of Technical Education.
4	No student should be permitted to attend Practical and Theory Examinations without obtaining Readmission orders from DOTE.
5	The following particulars should be furnished correctly
i)	Institution in which the student last studied
ii)	Semester last studied by the Student
iii)	Month and Year of appearance of Last Examination attended by the Student
6	The following documents should be attached:
i)	Mark Sheet of the previous Odd semester.
ii)	Copy of details of Lack of Attendance sent to Controller of Examination during April / May 2010
iii)	A necessary Medical and Fitness Certificate from the authorized Medical Officer to be enclosed if the student Discontinued on Medical grounds)
iv)	Copy of Readmission order / orders if any issued by this office earlier for the students who apply for Re-admission for more than one time to be enclosed.
7	Applications involving Readmission cum Transfer will not be accorded during Even Semester of the academic year as per G.O. (Ms.) No. 434, Higher Education (J2) Department, dated:23.10.2008.