

**GOVT. POLYTECHNIC LISANA (REWARI)  
PROFORMA- I**

**APPLICATION FORM FOR PERMANENT REMOVAL OF NAME FROM  
THE INSTITUTE REGISTER**

DATE:

1. Student Name : \_\_\_\_\_  
(IN CAPITAL LETTER)
2. Father Name : \_\_\_\_\_  
(IN CAPITAL LETTER)
3. Course/Branch : Mechanical Engg.  Electrical Engg.  Electronics Engg.   
Computer Engg.  Civil Engg.  Medical Lab Tech.
4. Semester : 1<sup>st</sup>  2<sup>nd</sup>  3<sup>rd</sup>  4<sup>th</sup>  5<sup>th</sup>  6<sup>th</sup>
5. Roll No. :
6. Date of Birth :         - MALE  FEMALE
7. Mobile No. :
8. Permanent Address : \_\_\_\_\_  
\_\_\_\_\_
9. Reason for permanent removal of name from the institution register:  
\_\_\_\_\_

**DECLARATION:**

I hereby request that my name be permanently struck off the rolls/register of the institution. I confirm that I have cleared all dues and returned any library books, ID cards or other materials belonging to the institution. I shall be highly obliged for your kind consideration.

Thanking You,

Yours obediently,

Signature of Parent/Guardian

Signature of Student

**FOR OFFICE USE ONLY**

<p><b>Recommended by:</b> Date of Last attendance of Student: _____  _____ Sign. (Class Tutor)</p> <p><b>Signature of Branch HoD:</b> _____</p>	<p style="text-align: center;"><b>Authority for Permanent Name Struck Off</b></p> <p>Remarks: _____ (Approved/Not Approved)</p> <p style="text-align: right;">_____ <b>Signature of Principal Govt. Polytechnic Lisana</b></p>
<p><b>Demand Clerk:</b> Mention the Re-admission Office Order No. _____ &amp; Date: _____</p> <p style="text-align: right;">_____ Sign (Demand Clerk) Govt. Polytechnic Lisana</p>	



GOVERNMENT POLYTECHNIC, LISANA (REWARI)

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**ORDER**

**PERMANENT NAME STRUCK-OFF**

Office Order No. GPL/Per. NSO/\_\_\_\_\_ Date: \_\_\_\_\_

In reference to the application submitted by \_\_\_\_\_ (Student Name) S/o, D/o Sh. \_\_\_\_\_, bearing roll number \_\_\_\_\_ is a student of \_\_\_\_\_ (Course Name) Semester \_\_\_\_\_ for permanent name struck off from the institutional rolls due to reason: prolonged absence/non-payment of fees/violation of rule/personal reason etc., the competent authority has considered the request and decided to grant permanent struck off the name above said student.

Therefore, \_\_\_\_\_ (Student Name), roll number \_\_\_\_\_ is hereby permanent name struck off from the \_\_\_\_\_ (Course Name) \_\_\_\_\_ (Semester), subject to the conditions that all dues and fees must be cleared before leave the institute.

This order is issued with the approval of competent authority.

**Principal  
Govt. Polytechnic, Lisana  
Rewari (Haryana)**

Endst. No. GPL/\_\_\_\_\_ Date: \_\_\_\_\_

A copy of the above is forwarded to the concerned branch HoD for information and necessary action.

**Principal  
Govt. Polytechnic, Lisana  
Rewari (Haryana)**

**An Ultra Modern Polytechnic Scaling New Heights**

**\*AICTE (Govt. of India) Approved \* HSBTE (State of Govt.) Affiliated**