



SHRI VISHWAKARMA SKILL UNIVERSITY
 (State University enacted under the Government of Haryana Act 25, 2016)
 Plot No. 147, Sector - 44, Gurugram, E-mail: info.svsu@gmail.com

Form for Re-admission name struck off
(due to continuous absent)

Date: _____

I am a student of(Programme name),
 Semester.....bearing Reg. No..... & my name has been struck off from
 University rolls due to continuous absent from the class (duration.....).

I was not able to attend the classes due.....
(Reason).

Kindly grant me permission for re-admission as per norms of SVSU so that I may continue my studies.,
 I assure you that I shall attend the classes regularly and fulfill the minimum attendance as per SVSU
 norms otherwise action may be taken as per SVSU norms

Yours faithfully

(Signature of Student)

Name: - _____ **Mobile No.** _____ **E-mail Id:** - _____

Dean Office (Concerned) _____

Recommended/Rejected.

Forwarded through Dean/Chairperson _____ (Stamp & Signature with Date)

Skill Faculty of _____

For Account Use

Re-Admission Fees _____ Name of the Bank: _____ Date of DD:

_____ Receipt No. issued: _____ Date: _____

In case of online payment: - Transaction ID _____ **Date** _____

Signature of Account Officer

For Office Use- Dean Academic Office

Dealing DEO/Assistant

Dean Academics

Note: As per SVSU Academic Ordinance

- As per Ordinance II -Register Students Point No.3, Every student shall attend his/her classes/On-Job-Training (OJT) on all working days unless student is granted leave of absence by the Chairperson of the University Teaching Department/Principal of College/Institution concerned. **If a student remains absent from his/her classes for a continuous period of fifteen or OJT for a continuous period of seven working days** respectively without any valid reason, medical or otherwise, his/her name shall be struck off from the rolls, irrespective of the fact that student has paid his/her dues.
- Re-admission of such student, whose name is struck off from the rolls of the Department/College, shall pay the **Re-Admission fees of Rs. 500/-** for making necessary entries in the University Register, subject to the recommendation of the chairperson of concerned department and principal of the college/institution that if re-admitted the student will not fall short of requisite percentage of lectures. No further request for re-admission will be considered in any case.