



Estd. 2000

**APPLICATION FOR WITHDRAWAL FROM HOSTEL DURING MID-SEMESTER
(FOR SECURITY REFUND, USE FORM – 23 SEPARATELY)**

- (1) Name of Student _____ (2) Admission No. _____
- (3) Father's Name _____ (4) Contact No. _____
- (5) Course/Branch _____ (6) Year/Sem. _____ (7) Roll No. _____
- (8) Hostel Name _____ (9) Room No. _____ (10) Type of Room _____
- (11) Residing in Hostel from (Date) _____
- (12) Reason for Leaving Hostel _____
- (13) Address after Leaving Hostel _____
- (14) Permanent Address _____

I may be allowed to vacate hostel and I undertake that I shall attend all classes and other academic activities conducted by my department regularly. I shall not be absent from any activities without the prior permission of HOD. You are requested to kindly consider my application and allow me to vacate hostel.

Signature of Student with date & mobile no.

The above application of my ward is forwarded on my consent. I shall accept the decisions by the college authorities.

Signature of Father/Mother with date & mobile no.

1. Remarks by HOD: (Signature of HOD with date)	2. Remarks by warden Hostel Dues Nil/ Rs..... outstanding (Signature of Warden with date)
3. Remarks by Accounts Officer Dues Nil / Received Rs.....towards outstanding dues (Signature of Account Officer with date)	4. Allowed / Not Allowed to vacate hostel (Signature of Proctor with date)
5. Remarks by Warden <ul style="list-style-type: none"> • Student vacated hostel accommodation on Date..... • Hostel ID card received and forwarded to Registrar along with a copy of this application* for necessary action (Signature of Warden with date)	6. Received Hostel I-Card (red) of the student Issued Day-Scholar I-Card (green) to the student (Signature of Registrar Office Staff with date)
Received the Day-Scholar Identity card (green) Signature of the Student with date	Signature of Registrar with date



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ABES Engineering College, Ghaziabad

Form No. S-17
w.e.f.: July 2015

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***Copy of this application to be forwarded to Registrar for Retention**