

K. J. SOMAIYA POLYTECHNIC, MUMBAI – 77

**LEAVING CERTIFICATE APPLICATION - NO DUES FORM
(For Passout Students)**

The Principal,
K. J. Somaiya Polytechnic,
Vidyanagar, Vidyavihar,
Mumbai – 400 077.

Date :

Dear Madam,

I have passed the Civil / Mechanical/ Industrial Electronics / Electrical / Computer Diploma Engineering course [Full Time / Part Time / Working Profession].

OR

I had passed Civil / Mechanical/ Industrial Electronics / Electrical / Computer Diploma Engineering course [Full Time / Part Time / Working Profession] in the (Month / Year)_____. I have not collected my Leaving Certificate till date.

I request you to issue me Leaving Certificate.

Full Name : _____

My Enrollment No. is / was _____

Mobile No. : _____ E-mail : _____

Student is required to obtain No Dues from following section

Sr. No.	DEPARTMENTS	SIGNATURE
1.	LIBRARIAN	
2.	ACCOUNTANT	

(Signature of Applicant)