

VEER SURENDRA SAI UNIVERSITY OF TECHNOLOGY, ODISHA, BURLA

No.VSSUT/ACD/BC/

Dated:

NOTICE

Applications in the attached proforma are invited from the B.Tech. students those who have completed the course requirements for the First and Second semesters of the first year programme and have cleared all the examinations of 1<sup>st</sup> & 2<sup>nd</sup> Semester in the first attempt securing minimum CGPA of 8.0 for **Change of Branch**, as per Academic Regulation for B.Tech. Programme. Their applications should reach the office of Dean, Academic Affairs on or before 24<sup>th</sup> November 2020.

A copy of attested Grade Sheet of 1<sup>st</sup> and 2<sup>nd</sup> Semester B.Tech Programme and "No Objection Certificate" from their parent/guardian concerned should be enclosed along with the application. The applications should reach the office of the Dean, Academic Affairs by speed post or courier only. Students are discouraged to come physically to the office of the undersigned till the normalization of present pandemic situation for COVID-19. The applicant should put his/her signature in the branch change register at the time of submission of application in Academic Section when she/he will available physically after normalization of the situation. Incomplete applications shall be rejected.

- 1) The selection shall be on the basis of merit, assessed through the combined results of the first and second semester examinations. In case of any tie among applicants, it will be resolved by their JEE main rank.
- 2) Ranking of eligible applicants in decreasing order of their CGPA, along with their preferences, will be displayed on the University Notice Board and University Website on 27.11.2020. Any withdrawal of application shall be permitted till 01.12.2020.
- 3) The list of students permitted for branch change as per recommendation of the Branch Change Committee (BCC) will be notified on the University Notice Board & University Website.
- 4) All changes of branch will be final and binding on the applicants. No student will be permitted, under any circumstances, to refuse the change of branch offered after notification.
- 5) The Self Financing branch students are also eligible for submission of application for change of branch. But they shall continue to pay the same amount of fees as applicable to Self Financing student till completion of their B.Tech. programme. In this connection they are required to submit an undertaking along with their application.

Memo No:VSSUT/ACD/ BC/ 679 (35)

Dean, Academic Affairs  
Dated: 13/11/2020

Copy to:

1. Dean, Faculty & Planning with a request to facilitate in uploading of this notice and attached application proforma in the University Website.
2. University Notice Board
3. Notice Boards of all Hall of Residence.
4. Warden of all Hall of Residence for information.
5. Dean, Students Welfare for information.
6. Controller of Examination for information.
7. All Heads of the Departments for information.
8. Comptroller of Finance for information.
9. P.A. to Registrar for kind information of Registrar.
10. PA to VC for kind information of Hon'ble Vice-Chancellor

  
13/11/2020  
Dean, Academic Affairs

## APPLICATION PROFORMA FOR CHANGE OF BRANCH

1. Name :
2. Registration No. :
3. Semester :
4. Existing Deptt. :
5. CGPA up to 2<sup>nd</sup> Semester 2020:  
(Minimum CGPA 8.00 or more)  
(Copy of 1<sup>st</sup> and 2<sup>nd</sup> Semester B.Tech. Grade Sheet, attested by any Regular Teacher of VSSUT, Burla, to be enclosed)  
(Photo copy of website generated results/copy of grade sheet)
6. Branches to which change is requested in order of preference:
  - 1.
  - 2.
  - 3.
  - 4.
7. Whether passed/cleared all subjects (Theory/Laboratory/Design/Drawing) of first and Second semester examination in one attempt : YES/NO.

Full Signature of the student (with date)

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### UNDERTAKING BY THE STUDENT

I, Sri/Miss. \_\_\_\_\_, a student of 3<sup>rd</sup> Semester B.Tech. \_\_\_\_\_ Branch do I hereby undertake to accept whatever branch is allotted to me out of the choices as exercised by me at Sl.No.6 above. Further, I know that the branch so allotted to me shall be deemed to be final and no further change/reversal of branch shall be allowed under any circumstances.

Counter Signature of Parents/Guardian (with date)  
Name:

Full signature of the student(with date)  
Name:

### NO OBJECTION CERTIFICATE

I have no objection to the changes of branch allotted by the University to my son/daughter/ward

Full signature of the Parents/Guardian (with date)  
Name:

(Photo ID card issued by Govt. should be enclosed)