

**VEER SURENDRA SAI UNIVERSITY OF TECHNOLOGY, ODISHA, BURLA**

No.VSSUT/ACD/BC/ 267

Dated: 29.06.2015

**NOTICE**

Applications in the following proforma are invited from the B.Tech. students of the 3<sup>rd</sup> Semester who have cleared all the examinations of Ist & 2<sup>nd</sup> Semester in the first attempt securing minimum CGPA of 8.0 for **Change of Branch**. Their applications should reach the office of Dean, Academic Affairs on or before **18<sup>th</sup> July 2015**. A copy of attested Grade Sheet of 1<sup>st</sup> and 2<sup>nd</sup> Semester B.Tech. and **“No Objection Certificate”** from their parent concerned should be enclosed along with the applications. The applicants should put his/her signature in the branch change register at the time of submission of application in Academic Section.

Incomplete applications will be rejected. Ranking of eligible applicants in decreasing order of their CGPA and preference will be displayed on the University Notice Board. 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.

The Self Finance branch students are also eligible for submission of application for change of branch. But they shall continue to pay the same amount of fees in the self financing modes as applicable to them throughout till completion of B.Tech. In this connection they are required to submit an undertaking along with their application. Application received after the due date shall not be considered. The change of branch shall be done as per Regulations 2.4 of B.Tech Programme and 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.

Sd/-Dean,  
Academic Affairs

***N.B: Applications without Grade Sheet of 1<sup>st</sup> and 2<sup>nd</sup> Semester B.Tech shall be rejected.***

Memo No:VSSUT/ACD/ BC/268(35)

Dated: 29.06.2015

Copy to:

1. University Notice Board
2. All Hostel Notice Boards
3. Warden of all Hostels
4. Dean, Students Welfare
5. Controller of Examination
6. All Heads of the Departments
7. Dean, Faculty & Planning for information and necessary posting in the University Website.
8. PA to VC for kind information of Hon'ble Vice-Chancellor

Sd/-  
Dean, Academic Affairs

## **APPLICATION PROFORMA FOR CHANGE OF BRANCH**

1. Name :
2. Group :
3. Registration No. :
4. Semester :
5. Existing Branch :
6. CGPA up to 2<sup>nd</sup> Semester 2015:  
(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)
7. Branches to which change is requested in order of preference:
  - 1.
  - 2.
  - 3.
  - 4.
8. Whether passed/cleared all items of first semester examination in one attempt YES/NO.
9. Whether passed/cleared the 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.7 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)    Full signature of the student (with date)

### **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)