

National Institute of Technical Education & Research (NITER)

(An Autonomous Vocational & Skill Development Institute)

Registered under Society Registration Act 21 of 1860, NCT of Delhi



CHANGE OF STUDY CENTRE FORM

(For Transfer of Study Centre)

1. STUDENT DETAILS

- Student Name (Block Letters): _____
- Father's / Husband Name: _____
- Mother Name: _____
- Date of Birth (DD/MM/YYYY): _____
- Contact Number: _____
- Email ID: _____
- Enrollment Number: _____

2. COURSE DETAILS

- Course Name: _____
- Course Category / School: _____
- Mode of Study: Regular Distance Online
- Session / Batch: _____

3. EXISTING STUDY CENTRE DETAILS

(Old Study Centre)

- Study Centre Name: _____
- Study Centre Code: _____
- Centre Address: _____

4. PROPOSED STUDY CENTRE DETAILS

(New Study Centre)

- New Study Centre Name: _____
- New Study Centre Code: _____
- Centre Address: _____

5. REASON FOR CHANGE OF STUDY CENTRE

6. STUDENT DECLARATION

I, the undersigned student, hereby declare that the above request for change of study centre is being made by me voluntarily.

I understand and accept that:

- change of study centre is subject to approval by the institute
- academic schedule, examination arrangement or study material availability may be affected
- no fees shall be refunded or transferred due to change of study centre
- institute decision shall be final and binding

I agree to abide by all rules, regulations and decisions of the National Institute of Technical Education & Research (NITER).

Student Signature:

Student Name:

Date:

7. RECOMMENDATION BY EXISTING STUDY CENTRE

(Old Centre)

Certified that the above mentioned student has no pending academic or financial dues with the existing study centre.

- Study Centre Head Name:
 - Signature & Seal of Study Centre:
 - Date:
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8. ACCEPTANCE BY PROPOSED STUDY CENTRE

(New Centre)

Certified that the proposed study centre agrees to accept the above student and comply with all institute rules and academic responsibilities.

- Study Centre Head Name:
 - Signature & Seal of Study Centre:
 - Date:
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9. APPROVAL BY AUTHORITY

(FOR OFFICE USE ONLY)

Application Received On:

Verified By (Name & Designation):

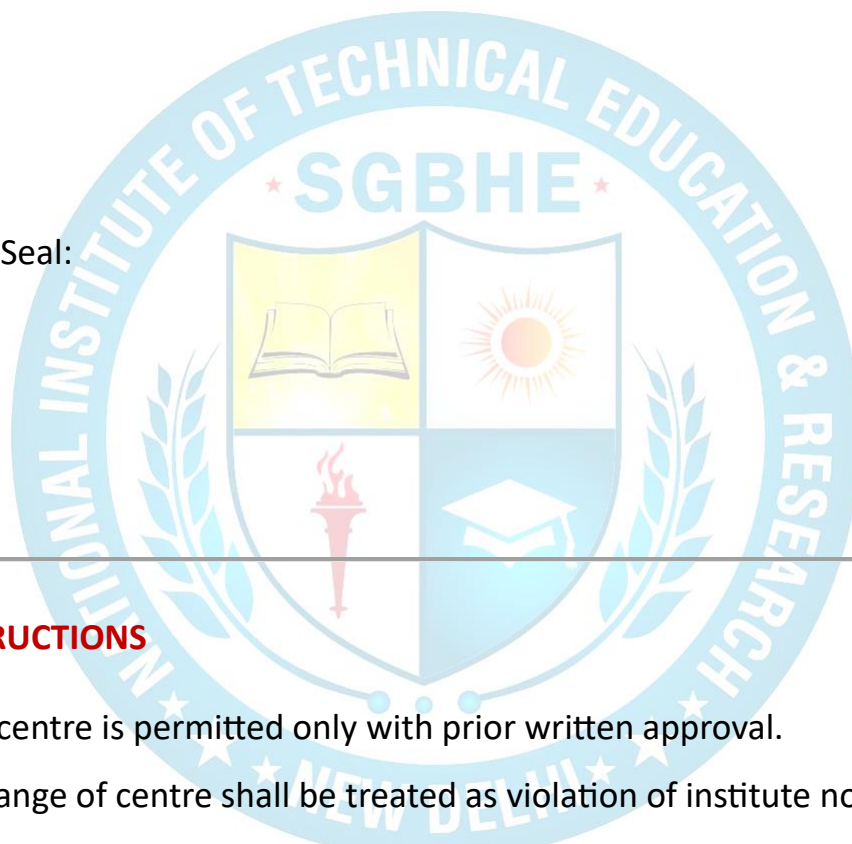
Approval Status: Approved Not Approved

Approved By (Head Office Authority):

Designation:

Signature & Office Seal:

Date:



IMPORTANT INSTRUCTIONS

- Change of study centre is permitted only with prior written approval.
 - Unauthorized change of centre shall be treated as violation of institute norms.
 - Institute reserves the right to reject the request without assigning any reason.
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NITER – Academic / Admission Department

Website: www.niter.in

Helpline: 78726 78726