



DG 1/2, Action Area I, New Town, Kolkata, West Bengal -700156

**Application No: SNU/AC/...../.....**  
*For Office Use only*

**APPLICATION FORM FOR ADMISSION /  
ENROLMENT CANCELLATION**

|  |   |                      |         |
|--|---|----------------------|---------|
| Name of the Applicant:   |   |                      |         |
| Student ID:  |   | Registration Number: |         |
| Department:  |   | Program:             |         |
| Year of Admission:   | Current Semester/Year :<br><i>(If final semester is over, then write 'Completed')</i> |                      | ABC ID: |
| Address for Communication:   |   |                      |         |
| Contact No:  | E-mail ID:  |                      |         |
| Reason for Admission / Enrolment Cancellation:   |   |                      |         |
| <i>Enclosure: (1) Admission Receipt (Photo Copy); (2) Fees Payment Receipts with all transaction details</i> |   |                      |         |

**DECLARATION:** I ..... solemnly confirm that the information furnished by me is correct to the best of my knowledge and belief.

Place: .....

Date: .....

.....  
Signature of the Candidate

*For Office Use Only  
-Approvals-*

.....  
(Signature with Date)

Name:.....  
[Admission Office]

.....  
(Signature with Date)

Name:.....  
[Head of the Department]

.....  
(Signature with Date)

Name:.....  
[Office of the COE]

.....  
(Signature with Date)

Name:.....  
[Library Office]

.....  
(Signature with Date)

Name:.....  
[Office of the CFO]

.....  
(Signature with Date)

Name:.....  
[Office of the Registrar]

**Application No: SNU/AC/...../.....**

**Receipt copy (to be filled by the Officials)**

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|                        |  |                      |  |
|------------------------|--|----------------------|--|
| Name of the Applicant: |  |                      |  |
| Student ID:            |  | Registration Number: |  |
| Program:               |  |                      |  |

.....  
Received by (Name)

.....  
Signature with Date

.....  
Reporting Date & Time

*Note: Approval of the application is subject to the University norms.*