



OFFICE OF THE REGISTRAR :: DIBRUGARH UNIVERSITY :: DIBRUGARH
Ref. No. DU/DR-A/College Transfer/2024/1186 Date: 14/6/24

NOTIFICATION

As approved by the Hon'ble Vice Chancellor, Dibrugarh University, it is hereby informed to all concerned that the process of College Transfer under Dibrugarh University Colleges/Institutes shall start w.e.f. 18.06.2024. The last date of receiving the prescribed application proforma at the office of the undersigned is 25.07.2024.

Issued with due approval.

Alayanka
14/06/2024
Deputy Registrar (Academic)
Dibrugarh University

Encl: Application proforma

Copy to:

1. The Hon'ble Vice Chancellor, Dibrugarh University for kind information.
2. All Deans, Dibrugarh University for kind information.
3. The Registrar, Dibrugarh University for kind information.
4. The Principals/ Directors of the Colleges/Institutes affiliated to /permitted by Dibrugarh University for kind information.
5. The Controller of Examinations i/c, Dibrugarh University for kind information.
6. The Joint/Deputy Controller of Examinations B/C/A, Dibrugarh University for information.
7. The System Administrator, Dibrugarh University, for kind information.
8. The Programmer, D.U. with a request to upload the Notification on D.U. Website.
9. File.

Alayanka
14/06/2024
Deputy Registrar (Academic)
Dibrugarh University





OFFICE OF THE REGISTRAR :: DIBRUGARH UNIVERSITY :: DIBRUGARH

**APPLICATION FORM FOR COLLEGE/INSTITUTE TRANSFER WITHIN THE
AFFILIATED/PERMITTED COLLEGES OF DIBRUGARH UNIVERSITY
(Applicable for FYUGP and BA/B.Sc./B.Com Programmes in CBCS)**

Part: A: General Information:

- 1. Name of the Applicant :
- 2. Father's Name :
- 3. Home Address :
.....
PIN.....Phone.....
- 4. Name & Address of the College/Institute presently studying:
.....
- 5. Class presently studying (a) Semester..... (b)Stream.....
(c) Roll No. (d) D.U. Registration No.....
- 6. Name of the College from where transfer is sought:
- 7. Name of the College in where admission is sought:
- 8. Reason for seeking Transfer (to be supported by documentary evidence):

Part B: Declarations:

9. Declarations by the Applicant:

I hereby declare that the particulars furnished above are true and correct to the best of my knowledge. If anything found to be false or incorrect, I shall be liable to be debarred from appearing the examinations concerned or face any disciplinary action that deemed fit by the University.

Date:

.....
Signature of the Applicant

10. Declaration by the Principal of the College from where transfer is sought:

I hereby declare that the above reason stated by the applicant for seeking transfer from my college is true and valid and he/she may be accorded permission for college transfer. I have verified all the documents stated at SI. No. 12

Date:

.....
Signature of the Principal with Seal



11. Declaration by the Principal of the College where admission is sought:

I hereby declare that if permission is accorded, the applicant will be admission in my college and accordingly his/her admission records shall be communicated to the University on time.

Date:

.....
Signature of the Principal with Seal

12. Documents to be attached:

- a. Transfer Certificate from the College
- b. Documents to justify transfer as per Sl No. 8 above
- c. Class Attendance Certificate
- d. Records of Internal Assessment of all previous semesters
- e. Attested copies of mark sheet of all previous semesters
- f. Admission Receipts of all previous semesters
- g. College Transfer fee 1000/- (One Thousand) Rupees only.

N.B. Permission for Transfer shall be accorded by the University only in the month of December-January and June-July of every academic session. In no circumstances, the University shall grant permission for transfer beyond these months.

FOR OFFICE USE ONLY

13. Verification:

All requisite information, declaration and documents submitted by the applicant has been verified and found to be correct, Permission for transfer may be granted.

Date:

.....
Section Officer (Academic)
Dibrugarh University

14. Recommendation from the Examination Branch:

The permission for transfer of the applicant recommended as above may be accorded provided the applicant takes admission in the College/institute by(Date)

Date:

.....
Controller of Exams/Deputy Controller of Exams (A/B/C)
Dibrugarh University

PERMISSION FOR TRANSFER

Reference:

Date:

As recommended by the above, Mr./Ms. is granted permission to take admission inCollege inSemester on transfer fromCollege. However, his/her admission shall be valid provided he/she takes admission in the concerned college by (date)

Date:

Deputy Registrar (Academic)
Dibrugarh University

