



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

I hereby declare that if permission is accorded, the applicant will be admitted 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.***

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**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

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**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

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**PERMISSION FOR TRANSFER**

Reference: .....

Date: .....

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

Date:

Deputy Registrar (Academic)  
Dibrugarh University

