

Application for Return of Original Documents

Date:

To,
The Principal,
Arvind Gavali College of Engineering,
Satara.

Subject: Regarding return of original documents for some period of time.

Respected Sir/Madam,

I Mr./Ms. _____ had taken admission for Degree / M. Tech / Polytechnic / B. Voc. in FY / SY / TY / Final Year Department: _____ during the academic year _____. I request you to kindly return the following original documents/s for _____ (reason)

- | | |
|----------|----------|
| 1. _____ | 2. _____ |
| 3. _____ | 4. _____ |
| 5. _____ | 6. _____ |

Document resubmit date OR in days: _____

Application ID		Category:	
Mobile No.		Email:	

Department	Remark	Sign.
Accounts Section No fee due		
ERP Software (Bus, Hostel dues and other fee)		
Guardian Faculty Member		
Head of Department		
Library Student Deposited ID Card & Books		
Scholarship Section No dues pending		

Declaration: I do not have any outstanding dues pertaining to Arvind Gavali College of Engineering, Satara and have received my original documents from the Institute. **I will resubmit all the original documents in the Institute within the given period of time.**

Recommended / Not Recommended

Student's Signature

Registrar

Principal
Arvind Gavali College of Engineering,
Satara