

# Ghani Khan Choudhury Institute of Engineering and Technology

## Format for issue of Bonafide Certificate

01	Name of Student		
02	Email Id & mobile no:		
03	Registration no & Roll No:		
04	Course & Year:		
05	Department:		
06	Room No & Name of hostel:		
07	Purpose :		
08	Enclosure:	a) Copy of registration b) Institute ID card c) Hostel fee receipt	d) Semester fee receipt e) Latest mess fee receipt

Place:

Date:

Full signature of student

### For office use

(i).	<b>For Hostel Management Committee</b>		
a)	Room no		SC Bose Hall / SV Hall
b)	Hostel fee paid up-to (month and year) :		
c)	Mess fee paid up-to (month and year) :		
d)	Disciplinary action: Yes/ No		
e)	Recommended / Not-Recommended		

Assistant Registrar (HMC)

Dealing Hand (HMC)

(ii)	<b>For Academic Section</b>		
a)	Details of Sl. no 1 to 5 checked & found correct: Yes / No		
b)	Tuition fee paid up-to:		
c)	Academic details: Exam failed/ dropped/others		
d)	Disciplinary action Pending: Yes/ No		
e)	Recommended / Not- Recommended		

Assistant Registrar (Academic)

Dealing Hand (Academic)

Issued / Not Issued on \_\_\_\_\_

Dean (Student Welfare)