



APPLICATION FORM FOR MIGRATION FROM RECOGNIZED COLLEGE TO ANOTHER

- Note:
- (1) All the particulars required below, should be legibly and accurately filled in by the candidate. The office will not be responsible for any delay in case the form is Incomplete
 - (2) to enable the office to expedite dispatch of the certificate, the applicant is advised, in his/her own interest, to remit a fee of Rs. 25/- by Bank Draft/Fee can be deposited in any CBS Branch of PNB in India drawn in favour of the Finance Officer, alongwith the application form in a registered cover to the Assistant Registrar (Regn.), Chaudhary Ranbir Singh University, Jind-126102.
 - (3) Before filling up this form, Rule for Migration and important instructions, give overleaf may be read carefully.

PARTICULAR TO BE FILLED IN BY THE STUDENT

1. Name (Block Letters).....
2. Father's Name (Block Letters).....
3. Chaudhary Ranbir Singh University Regn. No.....
4. Class.....Arts/Science/Commerce..... College Roll No.....
5. Subjects offered (i)..... (ii) (iii)..... (iv).....
6. Name of College where studying
7. Name of College to which wants to migrate
8. Particulars of lower examination:
Name of Exam..... Month/Year..... Roll No.....
Result..... Marks.....University/Board.....
9. Reason for Migration.....
10. Fee of Rs. 100/- remitted by:
(a) University Receipt No.....Dated.....
(b) Bank Draft No.....Dated.....Issuing Bank.....
(c) Name of PNB Branch.....Dated.....Rs.....

.....
(Signature of the Guardian)

Dated.....

.....
(Signature of Student)

Address.....
.....

Certified that: (i) The statement made by the student is correct: (ii) In case Registration No. has not been received, his/her Registration Return alongwith fee etc. (a) Has already been sent on..... vide letter No..... OR (b) Is being sent herewith in accordance with the instruction given overleaf. Signature of the Principal (As at Sr. No. 6 above) (with College Office Stamp)	Certified that: (i) The College is affiliated by the University for all the subjects offered by the applicant and I have no objection to this transfer. (ii) I will admit the student to the Class..... if the migration is sanctioned by the University. (iii) The seat offered to the students is within the quota of seats allowed by the University. (iv) His/her marks, including weightages, if any, are not less than those of the student admitted last on merit for this class. Signature of the Principal (As at Sr. No.7 above) (with College Office Stamp)
--	--

Remarks by the University Office:

Request is covered under the Rules. The certificate may be issued.

Allowed & Signed

Fee Received. Entered in the Fee Register Sr. No.

Dealing Clerk

Assistant

Supdt. (Regn.)

Assistant Registrar (Regn.)

RULES FOR MIGRATION FROM ONE RECOGNIZED COLLEGE TO ANOTHER

A student, who has joined one College of the University and wishes to migrate to another college of the University for the same course, shall be permitted to do so if:

- (i) The Principals of both the Colleges agree to the migration and the application is forwarded to Registrar for the sanction through the Principals of both the Colleges accompanied by a fee of Rs. 100/- which shall in no case be refunded.
- (ii) The principal of the college from which he/she intends to migrate has given the leaving certificate.
- (iii) He/she possesses the minimum qualifications prescribed for admission to the course and his/her marks, including weightage, if any, are not less than those of the candidate admitted last on the merit list during the day's of admission without last fee. However, in genuine case, such as transfer of parents or a student comes from overseas, the Vice Chancellor, on the recommendation of the Head of the Institution concerned, may allow migration even if the marks of the candidate are less than those of the candidate admitted last but he/she must possess the minimum qualifications prescribed for admission to the course.

1. **Provided that no migration shall be allowed after the submission of examination admission form except for the following reason:**

- (a) If the student or his/her father or Guardian has been transferred and the fact has been certified by the Head of the Office/Dept. in which he/she or his/her father or Guardian is employed. (To be supported by a copy of transfer etc.).
 - (b) If the migration has been necessitated by the reasons of a student's ill health supported by a medical certificate from a Govt. Doctor of a Gazetted Rank or the Medical Officer of the University.
 - (c) If the woman student has married and the station to be migrated to is a station of the residence of her husband/father-in-law.
- 2. If the applicant be is a detained student or one who has been degraded or against whom any disciplinary action has been taken etc. the Principal shall specifically mention this in the application.
 - 3. The College leaving certificate shall not be given by the Principal until the transfer has been notified by the Registrar, No admission without such sanction shall be considered valid.
 - 4. When migration of a student from one College to another College has been sanctioned by the University, he/she must join the new college within 15 days failing which he/she shall have to apply afresh and pay fresh fee in order to revalidate the previous migration.
 - 5. If a student changes his/her mind after migration has been sanctioned by the University he/she must apply for remigration and follow the entire procedure prescribed by the University once again, if he/she has joined the other college. If he/she has not joined he/she must apply for cancellation of the Migration Certificate through the Principal of the College concerned and return his/her Migration Certificate.
 - 6. No Migration Certificate can be issued unless the student has been registered with the University.
 - 7. A College is entitled to the tuition fee for the month in which the migration is sanctioned by the University and the College to which he/she migrates is not entitled to charge fee for the fraction of a month.
 - 8. No Migration will be allowed during 1st year of a course or in the course of one year duration except B.Ed. /M.Ed. course.