



# Capital University of Science & Technology

## Semester-Break Form

Reg. No: \_\_\_\_\_ Name: \_\_\_\_\_

Semester: \_\_\_\_\_ Semester No: \_\_\_\_\_

GPA: \_\_\_\_\_ CGPA: \_\_\_\_\_

Email: \_\_\_\_\_ Contact#: \_\_\_\_\_

Break Required: From: \_\_\_\_\_ to: \_\_\_\_\_

Reasons: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_ Dated

\_\_\_\_\_ Student's Signature

### For Office Use only

#### Clearance:

\_\_\_\_\_ Lab

\_\_\_\_\_ Library

\_\_\_\_\_ Accounts Office

#### Recommendation:

\_\_\_\_\_ Dated

\_\_\_\_\_ Dean/HOD

#### Approval:

\_\_\_\_\_ Dated

\_\_\_\_\_ Vice Chancellor

#### Registrar Office:

\_\_\_\_\_ Entered by/Date

\_\_\_\_\_ Verified by/Date

\_\_\_\_\_ Filed by/Date

#### Instructions:

- Get a challan from Account Office by submitting a copy of approved form.
- Deposit Semester Break fee Rs. 5000/- in Bank.
- Student will receive a letter at given address informing about the outcome of this request.