

UNIVERSITY OF KERALA

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APPLICATION FOR EXEMPTION FROM THE PRODUCTION OF ATTENDANCE CERTIFICATE FOR PARTS I (b) & II – SECOND LANGUAGE OF THE PRE-DEGREE, B.A./ B.Sc./ B.Com. DEGREE COURSE

1.	Name of the applicant (in block letters)	
2.	Class in which the applicant is studying	
3.	Language for which exemption is sought	
4.	Reasons for not studying in a college which offers instruction in the language	
5.	Name, qualifications and occupation of the person proposed to be engaged for private tuition. Academic and other qualifications in the language and in English to be stated	
6.	Number of hours per week assigned for the teaching of Second Language in the College	
7.	Number of hours of instruction proposed to be given per week A Certificate from the Teacher undertaking to give instruction should be enclosed Note:- The number of hours of private tuition should not be less than that assigned for the teaching of Second Language in the College	
8.	Whether a Chalan Receipt for Rs.50/- the fee for considering the application has been enclosed (For instructions regarding remittance of the fee, please see overleaf)	
9.	Signature of the applicant	
10.	Recommendations of the Principal (This should also contain information as to how the Principal proposes to observe the progress of the candidate in the language)	Principal-----

Station-----

Date -----

College Seal

INSTRUCTIONS REGARDING THE REMITTANCE OF FEES

1. The fee of Rupees 50/- (Fifty) should be remitted into any branch of the State Bank of Travancore in a triplicate Chalan to be credited in to the head "Kerala University Fund"
2. One copy of the Chalan received back from the Bank should be attached to the application.
3. The fee whether in the form of cash, cheque, currency notes or money order should not on any account be sent to the Registrar.