

CHAITANYA BHARATHI INSTITUTE OF TECHNOLOGY
RAJENDRA NAGAR MANDAL, RANGA REDDY DISTRICT, HYDERABAD – 75.

Dt: 17.08.2017

CIRCULAR

Sub: Certification of Attendance for Scholarship holders for the year 2016 -17 for purpose of Renewal for the year 2017 – 18 – Reg.

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The Social Welfare Department, Govt of Telangana, has issued revised guidelines to the colleges for renewal of scholarship for the year 2017 – 18. Accordingly, every scholarship holder shall put in a minimum of 75% of attendance in the previous year 2016 – 17.

The Heads of Departments are requested to kindly certify the attendance of the scholarship holders of their department in the proforma given for the year 2016 – 17. The concerned student may be directed to enclose the certificate issued by the Head of the Department along with the hard copy of the Scholarship Online Renewal Application form and submit the same in the scholarship section for renewal of scholarship for the year 2017 – 18, and for onward transmission to the respective sanctioning authority.

[Handwritten Signature]
23/8/2017
PRINCIPAL
PRINCIPAL
Chaitanya Bharathi
Institute of Technology
GANDIPET,
Ranga Reddy Dist-502 016

CERTIFICATE

Name of the Student _____ Admn No. _____
Roll No. _____ Course _____ Branch _____ Category _____
of the Scholarship (_____) Actual percentage of Attendance during the year 2016 – 17 is _____ %.

Signature of the Student with date

Mobile No: _____

Epass Appl.No : _____

Signature of the

Head of the Department

with date and stamp