



**CHAITANYA BHARATHI
INSTITUTE OF TECHNOLOGY**
An Autonomous Institute | Affiliated to Osmania University
Kokapet Village, Gandipet Mandal, Hyderabad, Telangana-500075, www.cbti.ac.in

COMMITTED TO
RESEARCH,
INNOVATION AND
EDUCATION

46
years

Date: 08.11.2024

CIRCULAR

Sub: Certification of Attendance for Scholarship holders for the year 2023 -24 for purpose of **Renewal** for the year **2024 – 25** – 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 **2024 – 25**. Accordingly, every scholarship holder shall put in a minimum of 75% of attendance in the previous year 2023 – 24.

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 2023 – 24. 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 **2024 – 25**, and for onward transmission to the respective sanctioning authority.

[Handwritten signature]
11/11/24

**ACCOUNTS
HEAD
CERTIFICATE**



[Handwritten signature]
PRINCIPAL
PRINCIPAL
Chaitanya Bharathi
Institute of Technology
GANDIPET,
Ranga Reddy Dist-500 075.

Name of the Student _____ Admn No. _____

Roll No. _____ Course _____ Branch _____ Category _____

of the Scholarship (_____) (SC / ST / BC / EBC / MINORITY / PHC) Actual percentage of Attendance during the year 2023 – 24 is _____ %.

Signature of the Student with date

Mobile No: _____

Epass Appl.No : _____

Signature of the

Head of the Department

with date and stamp