

	Pimpri Chinchwad Education Trust's Pimpri Chinchwad College of Engineering (PCCoE) Sector No. 26, Pradhikaran Nigdi, Pune – 411 044 An Autonomous Institute Affiliated to Savitribai Phule Pune University (SPPU)	Record No.: ADMN-STUD-R-03	
		Revision: 00	Date: 18/08/2023
		Page: 01/01	

L.C. APPLICATION

Date: ____/____/20____
 L.C. No. _____

To,
 The Director
 Pimpri Chinchwad College of Engineering
 Nigdi, Pune – 411 044

Subject: - Request to issue College Leaving Certificate.

Sir,

I had taken admission to Four Year Bachelor of Engineering Degree Course in (✓) B.E./B.Tech. Mech / E&TC / Comp / I.T. / Civil / AIML/ RL- 1 shift / 2 Shift in this College in the year 20____-20____. I have successfully completed the said degree course in the year 20____-20____.

I, therefore, request you to kindly issue me the college leaving certificate. My educational information is as given below:

- Full Name: _____
- Academic Year of admission taken: (F.E. /D.S.E.) 20____-20____ Branch: _____
- Student Mob. No. _____ Parent Mob. No. _____
- Student Email address: _____

Enclosures:

- | | |
|--|--|
| 1. Xerox copy of Final Year Mark Sheet and Pass. Cert. | 2. Fee receipts of F.E., S.E., T.E. and B.E. |
| 3. Identity Cards | 4. Nationality Certificate / Passport Xerox |
| 5. One passport size photos. | |

(Signature of the Applicant)

CLEARANCE DETAILS:-

1	Concerned HOD		6	Hostel	
2	Workshop		7	Scholarship I/C	
3	T & P Officer		8	Accountant	
4	Mess		9	Exam Account Sect.	
5	Library				

Please issue Leaving Certificate.

Registrar
 Pimpri Chinchwad College of Engineering

Note: L.C. will be issued after 15 days after submission of this application.