



Pimpri Chinchwad Education Trust's
Pimpri Chinchwad College of Engineering

Sector No 26, Pradhikaran, Nigdi, Pune-411044.

(An ISO 21001:2018 certified Institute)

Permanently Affiliated to SPPU

Approved by AICTE, New Delhi, Govt.of Maharashtra, DTE, Mumbai.

Record No.:
ADMN-STUD-R-03

Revision: **00** Date: **18/08/2023**

Page: **01/01**

Format for Student T.C. without completing the course

Date: ___/___/20___
T.C. No. _____

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

Subject :-Request to issue College Transference certificate

Sir,

I Mr. /Ms. _____ had taken admission to MBA/MCA /ME/Ph.D course in Pimpri Chinchwad College of Engineering Nigdi for the academic year 20__ 20__ I Could not successfully completed the said course because of following reason.

1. Date of birth: _____ Mob No: _____

Further, I do not intend to continue my further studies in MBA/MCA/ME/ Ph.D course. I, therefore request you to kindly issue me the college Transference Certificate. I am also submitted herewith the written consent from my presents for cancellation of my admission from this college.

Enclosures:

1. Photo copy of Final Year Mark list
2. Photo copies of fee receipts of F.Y. /S.Y. and T.Y.
3. Identity Cards and Borrower Card
4. One passport size photo.

(Signature of the Applicant)

CLEARANCE DETAILS:-

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

Please issue Transference certificate.

Registrar
Pimpri Chinchwad College of Engineering

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