

MAULANA AZAD NATIONAL INSTITUTE OF TECHNOLOGY  
BHOPAL

Ch. C.O.W. office

Ch. COW/2019/ 316

Dated: 26/09/2019

NOTICE

**Sub: No-dues for issuing Character certificates of Institute Alumni**

It has been observed that alumni of the institute are coming frequently for getting character certificate (even of 2008 pass out) and submitting old format in which "Character Certificate" is mentioned on top. As per the no-dues format chief wardens signature is required but office of chief warden has already given no-dues to them based on which they got their degree and other certificates from the institute. Therefore, all such alumni are advised to submit application format to get character certificate duly signed only by concerned HOD and Proctor (to verify the conduct) to Dean(SW) office, **in which signature of Chief warden is not required.** This is only for old students to obtain "Character Certificate" and not for regular students who are currently passing out.

Those student, who are currently passing out has to submit **NEW FORMAT** in which following five certificates are mention on top

1. No-dues
2. Refund of caution money
3. Student character certificate
4. Provisional degree
5. Migration certificate

For currently passing out students above **new format** is to be signed by chief warden

  
Ch. C.O.W

Copy to:

- 1) Dean (SW)
- 2) Proctor
- 3) I/c Admissions
- 4) Prof. I/c Institute website to upload
- 5) PA to Registrar for kind information of Registrar
- 6) PA to Director for kind information of Director