



Vidya Pratishthan's

Kamalnayan Bajaj Institute of Engineering and Technology

(An Autonomous institute, Affiliated to Savitribai Phule Pune University).

Vidyanagari, Baramati, Dist. Pune. Pin. 413133, (Maharashtra), India.

E28

Date: / /20

Makeup-Exam. Application Format

To,

Controller of Examination,

VPKBIET (Autonomous Institute) Baramati.

Name of Student: _____ Mobile No. _____

Year : _____ Branch : _____ PRN No. _____

Roll No. : _____ Student Official Mail ID : _____

Sir,

I please may be sanctioned to remain absent for **In Sem/ End Semester Examination** to following subjects:

Sr. No	Course Name	Course Code	Exam Date
1			
2			
3			
4			
5			
6			
7			

Reason to remain absent: _____

I am requesting you to kindly sanction permission to remain absent for said examination. I shall complete make-up examinations as per schedule and rules of the institute. **Please enclose supporting documents.**

Signature of the Student

Recommended By :

Activity Coordinator

Dept. Exam. Coordinator

HoD

Principal

Note: 1) Student must submit this application **along with necessary documents** within **7 days** before the exam.
2) Medical reason students submit within 10 days after examination.
3) The student should personally contact to the college regarding his/her re-examination.