तमिलनाडु केन्द्रीय विश्वविद्यालय

(संसदद्वारापारितअधिनियम2009केअंतर्गतस्थापित)

CENTRAL UNIVERSITY OF TAMIL NADU

(Established by an Act of Parliament, 2009)

नीलक्कुड़ीपरिसर/Neelakudi Campus,कंगलान्चेरी/Kangalancherry,

तिरुवारूर/Thiruvarur - 610 005

F.No: CUTN-11(7)/2017-Students/ 1069 Date: 14th February, 2022

CIRCULAR

Sub: Discontinuation of students from Academic programmes/Issue of Transfer Certificate - reg.

We have been receiving matters pertaining to discontinuation/non-receipt of original Transfer Certificates. In this regard, the following is hereby notified:

1. As per Ordinance 42 of CUTN- Student Discipline Clause 2.7, a student continuously absent for a period of 15 days or more, his/her name will be struck off from the strength of rolls. Such cases should be followed with a notice to student and the same should be forwarded to the Academic office along with No Dues.
2. Students who have requested discontinuation from the course and are not attending classes. In such cases, procedure at **Sl.No.1** to be followed.
3. The Heads are requested to confirm receipt of original Transfer Certificate of students enrolled for the Academic Year 2020-21 and 2021-22 latest **28/02/2022.** All those students, who fail to produce the Transfer Certificate in original and copies of other certificates, their admission should be immediately cancelled under intimation to the Academic and Examination Offices.

All the Heads are requested to note the above and take action accordingly.

14/2/22

Joint Registrar [Academics]

To

Heads of Departments, CUTN

Copy to

1. Controller of Examinations, CUTN
2. Finance Officer, CUTN
3. Dean (Students Welfare)
4. Deans of Schools
5. Co-ordinator, International admissions, CUTN
6. All Officers, Faculty, CUTN
7. PS to VC
8. UDC, Registrar Sect.
9. System Analyst [For uploading in the University website]