



भारतीय प्रौद्योगिकी संस्थान गुवाहाटी
Indian Institute of Technology Guwahati
 Guwahati - 781 039

NO DUES CERTIFICATE FOR STUDENTS

Roll No										Contact No										
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Name																			
Academic Division (Dept. / School / Centre)																			
IITG Email ID	@iitg.ac.in					Alternate Email ID													
Hostel Name													Room No						
Canara/SBI A/C No																			
IFSC Code																			

There are no dues against the student:

1.	Clearance from Laboratories/Department:																					
		Lab 1			Lab 2			Lab 3			Dept. Library						HOD					
	Signature																					
	(If the student has supervisors from two departments, separate clearance from both the departments is required)																					
2.	Whether one bound copy and an electronic copy of the thesis/dissertation submitted to the department:																					
																			_____		Department office	
3.	Clearance from Supervisor/Guide:																					
																			_____		Supervisor/Guide	
4.	Clearance from Library:																					
For PhD. Student: Produce a photostat copy of Form-26, signed & stamped by Assistant/Deputy Registrar, Academic Affairs Section																			_____		Librarian/Dy Librarian/Asst. Librarian	
5.	From Computer Centre:																					
																			_____		HoC (Computer Centre)	

6.	From Mechanical Workshop: <div style="text-align: right; margin-top: 10px;">_____</div> <div style="text-align: right; margin-top: 5px;">Workshop Superintendent/Asst. Workshop Superintendent</div>
7.	From Students' Affairs: <div style="margin-top: 5px;">(a) Clearance from Hostel (In case of boarder): I. Room Rent (for MSH only): Paid / Not Paid, (If Paid, Enclose Receipt) II. Electricity Bill (for MSH only): Paid / Not Paid, (If Paid, Enclose Receipt) (for refund of Caution money deposit) <div style="display: flex; justify-content: space-around; margin-top: 10px;"> <div style="text-align: center;">_____</div> <div style="text-align: center;">_____</div> </div> <div style="display: flex; justify-content: space-around; margin-top: 5px;"> <div style="text-align: center;">Hostel Office</div> <div style="text-align: center;">Warden</div> </div> <p>Or (In case of day scholar) The student is not a boarder of Institute Hostel.</p> <div style="text-align: right; margin-top: 10px;">_____</div> <div style="text-align: right; margin-top: 5px;">Joint / Deputy / Asst. Registrar (Students' Affairs)</div> </div>

Declaration: I do not have any other dues from any other section.

Date: _____ **(Signature of the student)**

For Academic Affairs Office

Whether s/he has completed all the courses:
Course completion certificate may be issued:
Soft Copy of Final thesis and Short Abstract
received at Academic Affairs (**for PhD. Students**)

Dealing Assistant:

HoS
(Academic Affairs)

P.S. In exceptional cases, because of unavoidable reasons, if a student is unable to personally collect "No Dues Clearance" on his /her own, s/he may authorize someone to collect the same on his/her behalf. However, in that case, the authorized person will be required to produce/attach adequate proof of authorization, such as, authorization letter/e-mail.