

**RAJIV GANDHI UNIVERSITY**  
**RONO HILLS, DOIMUKH – 791112**  
*(A Central University established by an Act of Parliament)*

**APPLICATION FOR COURSE COMPLETION CERTIFICATE**

(To be submitted after successful completion of all prescribed courses or along with the  
“Declaration of Exit” under the FYUP/NEP-2020 Regulations)

**PART – A: STUDENT PARTICULARS**

**1. Name of the Student (in Block Letters):** \_\_\_\_\_

**2. Roll No.:** \_\_\_\_\_

**3. APAAR ID:** \_\_\_\_\_

**4. Programme:** \_\_\_\_\_

**5. Major Discipline:** \_\_\_\_\_

**6. Department/Centre:** \_\_\_\_\_

**7. Registration No.:** \_\_\_\_\_

**8. Year of Admission:** \_\_\_\_\_

**9. Exit Qualification Applied For:**

- ☐ **Undergraduate Certificate** *(after successful completion of First Year of the Undergraduate Programme)*
- ☐ **Undergraduate Diploma** *(after successful completion of Second Year of the Undergraduate Programme)*
- ☐ **Bachelor's Degree** *(after successful completion of Third Year of the Undergraduate Programme)*
- ☐ **Bachelor's Degree (Honours/Honours with Research)** *(after successful completion of Fourth Year of the Undergraduate Programme)*
- ☐ **Postgraduate Diploma** *(after successful completion of First Year of the Two-Year Postgraduate Programme)*
- ☐ **Master's Degree** *(after successful completion of Two-Year or One-Year Postgraduate Programme)*

**PART-B: SEMESTER-WISE ACADEMIC PERFORMANCE** (Complete only the relevant semester(s) as applicable.)

| Semester | Major Credits Registered | Major Point Credits Earned | Major SGPA | Overall Credits Registered | Overall Credits Point Earned | Overall SGPA |
|----------|--------------------------|----------------------------|------------|----------------------------|------------------------------|--------------|
| I        |                          |                            |            |                            |                              |              |
| II       |                          |                            |            |                            |                              |              |
| III      |                          |                            |            |                            |                              |              |
| IV       |                          |                            |            |                            |                              |              |
| V        |                          |                            |            |                            |                              |              |
| VI       |                          |                            |            |                            |                              |              |
| VII      |                          |                            |            |                            |                              |              |
| VIII     |                          |                            |            |                            |                              |              |

*Attach photocopy of the Grade Cards of the concerned examinations*

**PART-C: CONSOLIDATED ACADEMIC PERFORMANCE**

| Particulars                           | Major Discipline | Overall Programme |
|---------------------------------------|------------------|-------------------|
| Total Credits Registered              |                  |                   |
| Total Credits Point Earned            |                  |                   |
| Final CGPA                            |                  |                   |
| Equivalent Percentage (if applicable) |                  |                   |
| Letter Grade                          |                  |                   |
| Academic Result                       |                  |                   |

**PART-D: STUDENT DECLARATION**

I hereby declare that (tick the applicable clauses):

1. I have submitted the prescribed "Declaration of Exit" under the FYUP/NEP-2020 Regulations of Rajiv Gandhi University.
2. I hereby declare that I have fulfilled all academic requirements prescribed under the applicable Regulations for the exit qualification specified in Part-A (9).
3. The information furnished in this application is true and correct to the best of my knowledge and belief.

Date: \_\_\_\_\_

Place: \_\_\_\_\_

**Signature of the Student**

**PART-E: RECOMMENDATION OF THE HEAD OF THE DEPARTMENT/PRINCIPAL**

Certified that the particulars furnished above have been verified from the Department/College records. The student has completed the prescribed academic requirements for the award of:

- ☐ Undergraduate Certificate
- ☐ Undergraduate Diploma
- ☐ Bachelor's Degree
- ☐ Bachelor's Degree (Honours/ Honours with Research)
- ☐ Postgraduate Diploma
- ☐ Master's Degree (Two-Year PG with Research/ Coursework & Research/ Coursework)
- ☐ Master's Degree (One-Year PG with Research/ Coursework & Research/ Coursework)

The application is recommended for the issue of the Course Completion Certificate.

**Head of the Department/Principal**

Date: \_\_\_\_\_

(Signature & Seal)

### Declaration for Exit from Programme under NEP 2020 (UG)

I, .....(Name of the Student), son/daughter of  
....., having APAAR ID.....,  
enrolled under Roll No. .... in the 4-year undergraduate program at  
..... (Name of Institution/University), do hereby declare that:

1. I hereby express my intention to exercise the exit option as provided under the provisions of the National Education Policy (NEP) 2020. Having successfully completed three years of the Undergraduate (UG) programme, I wish to discontinue further studies in this programme and exit at this stage in accordance with the applicable policy guidelines.
2. I understand that upon exit, I shall be awarded a Bachelor Degree with major in  
..... (concerned subject) as per the programme structure and University regulations.
3. I agree to convert the credits earned during the UG programme towards the award of the Undergraduate Degree. I further undertake that these credits shall not be claimed, reused, or transferred towards the completion of any other degree or diploma.
4. I affirm that this decision to exercise the exit option is being made entirely of my own free will and consent, without any pressure, influence, or coercion from any individual, authority, or institution. I fully understand the implications of this choice and take full responsibility for it.
5. I agree to abide by all rules, regulations, and conditions of the University/Institution regarding exit under NEP 2020.
6. I undertake that, upon exiting the programme, I shall not claim any rights, benefits, or privileges beyond those expressly provided under the provisions of NEP 2020 guidelines and the applicable University regulations.

Date: \_\_\_\_\_

Place: \_\_\_\_\_

Signature of the Student

(Name in full)

APAAR ID: