



**SREE CHITRA TIRUNAL INSTITUTE FOR MEDICAL SCIENCES AND TECHNOLOGY
TRIVANDRUM - 695 011, KERALA, INDIA**

An Institute of National Importance under Government of India with the status of
University established by an Act of Parliament (No. 52 of 1980)

DIVISION OF ACADEMIC AFFAIRS

Format for Submitting Resignation from the PhD Program

Name of the applicant :

Registration Number :

Address for contact :
(Include email ID and mobile number)

Address of parent or guardian :
including mobile number

Name of the guide :

Details of fellowship currently availed :
by the student*

* **Note:** It is the duty of the student to inform the agency that gives his/her fellowship about this resignation. Institute fellowship holders are required to follow the rules of the Institute prevailing at the time of resignation regarding fellowship.

To
The Director
SCTIMST, Trivandrum

Dear Sir/Madam

I do not wish to continue my PhD program at SCTIMST due the following reason(s)*. Kindly relieve me from the PhD nominal roll of SCTIMST with effect from (insert date here).

(* List the reason(s) below; Kindly attach additional sheets, if required)

State whether the student approached :
the Students Grievance Redressal
Committee or Associate Dean (Faculty
and Student Affairs) to resolve the
issues, if any? If so, give the outcome of
the meeting

DECLARATION BY THE STUDENT

I hereby declare that the details furnished above are correct and accurate to the best of my knowledge.

Signature of the PhD student with date

For Office Use Only

Comments of the guide :
(Kindly attach additional sheets, if required)

Comments of the Doctoral Advisory Committee (DAC) :
(Kindly attach additional sheets, if required)

Comments of the Head of the Dept. :
(Kindly attach additional sheets, if required)

Outcome of the extraordinary DAC meeting conducted, if any :
(Kindly attach separate sheet, if required)

Comments of the Students Grievance Redressal Committee and/or Associate Dean (Faculty and Student Affairs) :
(Kindly attach additional sheets, if required)

Deputy Registrar

Associate Dean
(PhD Program)

Dean

Director