



**FRANCIS XAVIER ENGINEERING COLLEGE, TIRUNELVELI**  
(AUTONOMOUS)

**OFFICE OF THE CONTROLLER OF EXAMINATIONS**  
**APPLICATION FOR AUTHORISED BREAK OF STUDY**

<b>1</b>	Name of the Student	:	
<b>2</b>	Register Number	:	
<b>3</b>	Programme and Branch of study	:	UG / PG _____ Branch _
<b>4</b>	Month and year of admission to the I Semester	:	
<b>5</b>	Regulation	:	
<b>6</b>	Details of number of semesters completed before break of study (Specify the academic years / Period)	:	
<b>7</b>	Semester, Duration & Period for which the Break of study is sought for	:	Semester : Duration Period : From : _____ To _____
<b>8</b>	The Session and Academic Year during which the student propose to rejoin and continue	:	
<b>9</b>	Mention the academic year in which the maximum period for completion of the programme normally ends as per Regulations (UG / PG)	:	
<b>10</b>	Whether the remaining period after rejoining the course is as per Regulations (Tick the relevant column)	:	Yes / No
<b>11</b>	Reasons for the request of break of study (please specify)with proof  (Full time students are not eligible for break of study if they go for higher studies or job or training programmes unconnected with the present area of study etc)  (if the request is on medical grounds, Medical Certificate from an authentic Medical officer is to be enclosed for that period)	:	Medical / Personal

12	Full Address for Communication during the time of break of study (with Pin Code & Phone No / Mobile Phone No.)	:	
13	Details of break of study availed previously if any	:	From : _____ To _____ Semester: (during which BOS was applied Earlier)
14	Details of prevention due to lack of attendance (if any) during the course of study till the date of application for Break of Study	:	From : _____ To _____ (Mention the semester during which the candidate was prevented)

**SIGNATURE OF THE STUDENT**

**SIGNATURE OF THE MENTOR**

Station :

Date :

**Note** : Your application for Break of Study for will not be processed unless all the required details are submitted to the COE, along with Your application.

**SIGNATURE OF PROF. ACADEMICS**

**SIGNATURE OF THE HOD**

**Enclosure:**

1. Representation Letter from the candidate
2. Enclose Medical Certificate (if applicable)
3. Relevant proof