



CENTRE FOR STUDENT AFFAIRS
ANNA UNIVERSITY, CHENNAI
APPLICATION FOR BREAK OF STUDY
(To be used by the students of Constituent / Self - Financing Colleges)

1	Name of the Student	
2	Roll No. / Registrar No.	
3	Programme and Branch of study	UG / PG _____ Branch _____
4	Month and year of admission to the Degree Programme (I Semester)	
5	Mode of Study	Full Time (Regular) / Full Time (SS) / Part Time (Evening)
6	Number of semesters completed (Specify the Period)	Semester: From: MM/YYYY To: MM/YYYY
7	Semester, Duration & Period for which the Break of study is sought for	Semester : Duration : in months Period From : MM/YYYY To: MM/YYYY
8	Session and Academic year during which the student propose to rejoin and continue	
9	Mention the academic year in which the maximum period for completion of the programme normally ends as per Regulations (UG / PG)	
10	Whether the remaining period after rejoining the course is as per Regulations (Tick the relevant column)	Yes / No

11	<p>Reasons for the request of break of study (please specify)</p> <p>(Full time students are not eligible for break of study if they go for higher studies or job or training programmes irrelevant to current degree programme.</p> <p>(If the request is on medical grounds, Medical Certificate from an authorized Medical practitioner is to be enclosed for that period)</p>	
12	Full address for communication during the time of break of study (with pin code & phone no.)	
13	Details of break of study availed previously, if any	<p>Semester: _____</p> <p>From MM/YYYY To MM/YYYY</p>
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	<p>Semester:</p> <p>From MM/YYYY To MM/YYYY</p> <p>(Mention the semester during which the candidate was prevented)</p>

Note: Incomplete applications will not be processed.

SIGNATURE OF THE STUDENT

Station :

Date :

SIGNATURE OF THE PRINCIPAL WITH SEAL

Enclosure:

1. Representation from the candidate
2. Enclose Medical Certificate if required.