



PROCEDURE FOR ADMISSION CANCELLATION

Student applying for admission cancellation must follow procedure mentioned below,

- Student need to write one hand written application, in which he / she will mention the exact reason for leaving the Institute.
- Along with hand written application he / she need to attach Admission Cancellation Form Available at VNIT Website. (Link: <https://vnit.ac.in/academic/index.php/af/>)
- Student need to attach relevant documents (Medical Certificate etc.) for the ground on which they are seeking admission cancellation.
- Student makes sure the information mentioned on above mentioned documents must be correct and forms are fully filled (to ease the refund process).
- If situation permits submit these all documents to VNIT, Nagpur Academic Section along with original ID Card.
- If students are not able to submit these documents to VNIT, Nagpur Academic Section, then he / she can send it by post and apply for the cancellation process through Email by sending scan copies of all the relevant documents to mail id: dr_acd@vnit.ac.in.
- Students take note that the process of cancellation will only be done after VNIT, Nagpur Academic Section will receive all the original documents by POST.
- For the students admitted freshly in VNIT (Aug 2020 & Later) can skip the ID card (as it is not issued to them)

List of Documents for admission cancellation:

1. Hand Written Letter
2. Admission Cancellation Form
3. ID Card (Original)
4. Documents on which ground cancellation applied

I/c Dy. Registrar
(Academic)