



**KIIT POLYTECHNIC**  
**KALINGA INSTITUTE OF INDUSTRIAL TECHNOLOGY (KIIT)**  
**BHUBANESWAR - 24, ODISHA**

Ref No: KP/90/23

Date: 20/03/2023

**NOTICE**

**Sub: Branch Change**

The 1<sup>st</sup> year students interested to change their current branch from 3<sup>rd</sup> semester are required to submit application in the prescribed format in the office on or before **28.03.2023**.

The application will be scrutinized by a committee and the final change of branch notification will be made after consideration of available vacancies, marks obtained by the student in HSC / 10<sup>th</sup> Examination. The copy of HSC / 10<sup>th</sup> examination mark sheet must be attached with the application form.

Students admitted under **TFW / EWS scheme** are not eligible for branch change.

Principal

Copy to:

- Notice Boards (Campus & hostels)
- Class circulation (1st yr.).
- All HoDs / Tutor Mentors for information.
- Vice Principal / Dy. Director, KP for information

**FORMAT FOR BRANCH CHANGE**

1. Name of the student : \_\_\_\_\_
2. Class Roll No. \_\_\_\_\_ Registration No. \_\_\_\_\_
3. Current Branch \_\_\_\_\_
4. Intent to change branch : 1<sup>st</sup> choice \_\_\_\_\_, 2<sup>nd</sup> choice \_\_\_\_\_
5. Marks obtained in HSC / 10<sup>th</sup> exam. \_\_\_\_\_, % of marks \_\_\_\_\_
6. MobileNo:(Student) \_\_\_\_\_, (Parents/guardian) \_\_\_\_\_

Signature of student

Signature of parents / guardian / Tutor Mentor.