To

Dr. Swetalina Mishra (Mentor) **Assistant Professor** School of Management

Sub: Deregistration from the BBA Programme

Dear Madam,

I am B. Ashmit Kumar, bearing regd no: 210409120054 of BBA 2nd year bringing to your kind notice that due to some family problems, I want to deregister from the BBA program. Kindly consider my request and allow me to deregister from the program

Regards

forwarded to the near waragement school of waragement

## Minutes of the counselling meeting of B. Ashmit Kumar

Date: 13/08/2022

## Members Present

1. Dr. Swetalina Mishra (Mentor)

2. Dr. Girijanandini (MBA Coordinator)

3. Dr. Sabyasachi Dey (Faculty Member, SoM)

4. Mr.B. Ashmit Kumar

The committee heard the issues mentioned by Mr. Ashmit Kumar for discontinuing from the program. Considering his family issues and health issues, he was advised to shift to Vijayanagram campus nearer to his hometown without losing a year of study. He was advised to write a letter to dean requesting to facilitate the change of campus without losing an academic

Bobu Ashmit kumar Sarada vihar, Sishu mandisi school bockside, Teyposu, Kosiaput (Pt) The principle, Centurion University, Bhubaniswar, khroda Date: 16.08.22

Subject: Shifting the campus from bhubanish to vizaynagaram.

Dear Umakant Sir,

My name is Ashmit Kumar and I am

Studying in BBA second year. I am

from section B and my university roll

no is 2104091 20054. I am writing

this letter to request you that I want

to change my campus from bhubaneswar

to vizaynagaram because it is much

closer to my house and travelling

up and down will be quite easy frox

me, and there a food & water problem

too. I want to continue my BBA in

that campus from 2nd year.

I will be greatful for your kind approval.

Thank You for your kind attention or or your kind attention.

Yours Sincerly, Ashmit Kumar.





