

Narula Institute of Technology

(Autonomous Institute & Affiliated to MAKAUT, WB, NAAC accredited with Grade "A")

(Please Fill the Form in Capital letters only)

Date: ___ / ___ / 202__

To,
The Principal
Narula Institute Of Technology
Agarpara, West Bengal
Kol-700109

Sub: Application for Bonafide Certificate/ Demand Letter/ Fees Structure
(Please tick whichever is applicable)

Respected Madam,

I, Mr/Ms. _____ D/o / S/o Mr./Ms.
_____ studying in Narula Institute of Technology,
having Roll. no.–_____ & ID No.–_____
Stream _____ in _____ year _____ semester for
the batch (Session) _____.

Purpose for applying _____

(Fill below to apply for Demand Letter / Fee Structure)

I need a sum of Rs. _____ for paying my _____ semester's
tuition fees.

Thanking You,

Name:

Ph. No:

Forwarded by HOD-
Date-

Attached:

1. Admit Card(Xerox)
2. Money Receipt (Xerox)

Narula Institute of Technology

(Autonomous Institute & Affiliated to MAKAUT, WB, NAAC accredited with Grade "A")

(Please Fill the Form in Capital letters only)

Date: ___ / ___ / 202__

To,
The Principal
Narula Institute Of Technology
Agarpara, West Bengal
Kol-700109

Sub: Application for Character Certificate / Medium of Instruction/ College Leaving Certificate

(Please tick whichever is applicable)

Respected Madam,

I am _____, s/o / d/o Mr. / Ms.
_____ a former student of your Narula
Institute of Technology. I completed my studies in
(Stream)_____ in _____(Year). I am writing
this letter to request you to provide me with my _____ for
(Purpose)_____

Thanking You,

Name:

Ph. No:

Attached:

1.Last Semester Result (Xerox)

Forwarded by HOD-
Date-

Forwarded by Library-
Date-

Accounts Department-
Date-