



# Sree Gokulam Medical College & Research Foundation

(A Unit of Foundation of Non-Resident Indians)

Approved by National Medical Commission, Affiliated to Kerala University of Health Sciences

Accredited by NABH & NABL

Policy Number: *SGMC/Acad. Pol/045/2020*

Category: General


Content: Student course completion and clearance

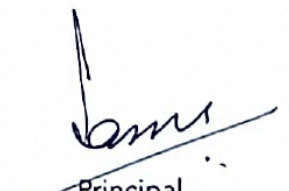
Effective Date: *01.08.2020*

Inquiries: Office of the Principal,  
Sree Gokulam Medical College & Research Foundation  
Venjaramoodu, Thiruvananthapuram  
Tele: 0472 - 3041234 - 2405

Signed by:

  
Director

  
Dean Emeritus

  
Principal





## Students Course Completion & Clearance Policy

### Statement of Purpose

The policy elaborates on the procedure of obtaining clearance from the Institution upon completion of the course enrolled.

### Policy

The students who have completed the course to which they have enrolled, shall receive a completion and clearance certificate from the office of Principal upon completion of the following procedure.

### Procedure:

He/she shall apply and obtain the completion and clearance certificate from the office of the Principal by submitting the following documents:

- a. No-dues certificate from Accountant, College Office.
- b. No-dues certificate from the In-charge Officer, Accounts Department
- c. No objection Certificate from the Library
- d. No objection certificate from the Hostel (Men's or Ladies)
- e. No-dues certificate from the College and Hospital Canteens
- f. No-dues certificate from the Student Store
- g. No-dues certificate from the Main Store
- h. No objection certificate from the CRRRI Program Officer
- i. No objection certificate from the Deputy Superintendent
- j. No objection certificate from the Administrative Officer / Superintendent



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He/she shall forfeit all the rights to use the college resources once the student obtains completion and clearance certificate from the college.

## Applies to:

All the students and the concerned offices of the Institution.

Prepared by	Reviewed by	Approved by
Dr Mamata Chimmalgi Professor of Anatomy, IQAC Coordinator	Dr P Chandramohan Dean	Dr K K Manojan Director
Policy Number	Effective Date	Validity
SGMC/Acad.Pol/045/2020	01.08.2020	5 years