

To
Student
Address
City

Subject: Regarding provisional admission in specialization

Dear Student,

Greetings from MIT School of Distance Education!!!

Referring to your admission in course specialization dated
..... as per our records,

The following documents are missing from your end.

- 1
- 2
- 3
- 4

You are requested to send it on the email id **enrollment@mitsde.com** as early as possible.

MITSDE will not validate your admission as **“Confirmed”** until it gets all the mandatory documents from your end, till then your admission status will be considered as **“Provisional”**.

As a provisional student, you shall have the following privileges:

- 1 You can access the learning management system (LMS)
- 2 You can attempt all the assignments in LMS
- 3 You will be eligible for the due exams as per the rules of MITSDE.
- 4 you will get support from all the departments like relationship managers, academic team, exam team and LMS team.

You will not be eligible to get any grade sheet or certificates till you submit the necessary documents and you have to pay all the fees as per the schedule.

You are requested to please read the following consent letter, print it, sign it and send it to MITSDE official postal address within 7 working days.

If you are **not signing the consent letter** or not submitting the mandatory documents then MITSDE will be forced to cancel your admission **after 30 days**.

Look forward to a positive and quick response.

Thank you.

Student's Signature

Consent Letter

I _____, provisionally enrolled on the date _____ for the course _____ specialization in _____ with MIT school of Distance education, agree with the following terms and conditions.

1 I am aware that my admission status will be **“Provisional”** until I submit the following documents. I hereby agree that I will provide the documents mentioned below, as per MITSDE requirement, within the period of 30 days calendar days, starting from the date of enrolment

- A
- B
- C
- D

2 I further agree and acknowledge that if the required documents are not submitted by me within the stipulated period of 30 days, MITSDE has the right to cancel my provisional admission.

3 I am aware that MITSDE will not issue any grade sheet or certificate till my admission status is “Confirmed”

4 I further agree to pay all my installments due during the provisional period as per the date of provisional admission.

5 I further agree that the MITSDE has all the right to cancel my admission without any refund of fee, paid by me during the provisional admission.

6 I further agree that my date of admission will be the date on which the MITSDE issues me the registration number after I have submitted all my documents and not the date on which I first made the payment.

7 If the cancellation is made by me or MITSDE, the MITSDE cancellation/refund policy will be applicable to me.

<Name and Reg id>
<Place>
<Date>
<Student’s Signature>