

**UNIVERSITY POLYTECHNIC**  
BIRLA INSTITUTE OF TECHNOLOGY, MESRA : RANCHI

Date: \_\_\_\_\_

To:

The Director  
University Polytechnic  
BIT Mesra

Sub: Declaration for submission of Caste Certificate.

Sir,

I \_\_\_\_\_(name) son/daughter of \_\_\_\_\_  
(father's name) \_\_\_\_\_(address) have  
applied for \_\_\_\_\_ (name of the course) at University Polytechnic under  
the category \_\_\_\_\_ (OBC/SC/ST/PT).

I have not enclosed my Caste Certificate with my application.

I have applied for the Caste Certificate at the office of the SDO/BDO/CO \_\_\_\_\_  
(place) on \_\_\_\_/\_\_\_\_/2020 (date). I request you to kindly allow me time till  
\_\_\_\_/\_\_\_\_/2020 (date) for submission of the same.

I understand that if I fail to produce my Caste Certificate by this time my candidature  
will be cancelled.

Thanking you,  
Yours faithfully,

(Name and Signature  
of the Candidate)

(Name and Signature  
of the Guardian)