

# Student Exit Clearance Form

The **exit clearance form** sample for students is designed to ensure all academic and administrative requirements are settled before leaving the institution. It helps streamline the process by listing necessary clearances from different departments. This form is essential for a smooth and organized student exit procedure.

## Student Information

Name:

Student ID:

Program/Course:

Contact No.:

## Clearance Requirements

Department/Section	Remarks	Signature	Date
Library	<div></div>	<div></div>	<div></div>
Accounting/Finance	<div></div>	<div></div>	<div></div>
Registrar	<div></div>	<div></div>	<div></div>
Department Head	<div></div>	<div></div>	<div></div>
Guidance Office	<div></div>	<div></div>	<div></div>

## Student Declaration

☐

 I hereby certify that all above information is correct and all institutional obligations have been settled.

Submit Clearance

*Note: Please ensure all sections are signed before submission to the Registrar's Office.*