



STUDENT SECTION

Query cum application form for issuing Degree/ Bonafide/ Provisional/ Character Certificate etc.

Please fill the form in CAPITAL letters only

Existing Student: Ex-student: if ex-student, specify session:.....

1. Name of the Student:.....
2. Father's name:..... Contact no:.....
3. Address:.....
4. Name of the Institution:.....
5. Course:.....Branch.....Semester:.....Session:.....Uni. Regd. No.....

TYPE(S) OF DOCUMENT NEEDED (PLEASE TICK '✓'):

- | | | | | |
|-----------------------------|--------------------------|----------------|--------------------------|---|
| 1. Degree: | <input type="checkbox"/> | NOC for Degree | <input type="checkbox"/> | |
| 2. Bonafide Certificate: | <input type="checkbox"/> | Duplicate: Y/N | <input type="checkbox"/> | Note: For provisional certificate, write semester wise marks (i.e. MO/MM) on the backside of this form. |
| 3. Provisional Certificate: | <input type="checkbox"/> | Duplicate: Y/N | <input type="checkbox"/> | |
| 4. Character Certificate: | <input type="checkbox"/> | Duplicate: Y/N | <input type="checkbox"/> | |
| 5. Gazette Notification: | | | | |
- Semester _____ Regular Reappear Reval Revised April/Dec _____
- Semester _____ Regular Reappear Reval Revised April/Dec _____
- Semester _____ Regular Reappear Reval Revised April/Dec _____
- Semester _____ Regular Reappear Reval Revised April/Dec _____
6. NOC for DMC: Semester _____ Regular Exam held _____ Cleared in _____
 7. Withdrawal of original documents: (mention documents): _____
 8. Any other document (Pls specify): _____
 9. Any query: _____

Date:.....

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Signature of the applicant

- Note: 1. 'No Due Certificate' is not required in case of issuing Bonafide/Provisional/ Character Certificate.
2. In case of duplicate certificate, pay requisite fee at cash counter and attach proof of payment.

(For office use only)

No object for issuing Bonafide/ Provisional Certificate	No object for issuing Character Certificate	No objection for issuing original documents	No due
HOD (Dept.....)	HOD (Dept.....)	HOD (Dept.....)	Accounts Section
Issue the original documents	Particular(s) checked and found correct	Query Report (to be submitted by concerned dealing official)	Issue the same
Admin Officer	Dealing official, Student Section	Dealing official, Student Section	Deputy Registrar Student Section, CT Institutions