

(APPLICATION FOR ISSUE OF DUPLICATE MARK-SHEET/DUPLICATE
CERTIFICATE/MIGRATION CERTIFICATE/PROVISIONAL CERTIFICATE)

To

The Controller (Exam.),
RASHTRIYA SANSKRIT SANSTHAN,
(Deemed University),
56-57, Institutional Area, Janakpuri,
New Delhi-110058

Sir,

Kindly issue me ----- My
particulars are as under:-

1. Name (in block letter) : -----
2. Father's Name : -----
3. Address for despatch : -----

----- Pin-----
4. Date of Birth : -----
5. Class : -----Year-----
6. Roll No. : -----
7. Year : -----
8. Enrolment No. : -----
9. Name of Campus/
Institution where studied last : -----
10. Attested copy of mark-sheet
of last examination issued
by Sansthan : -----
11. Reason : -----

- (i) I solemnly affirm that I have not taken migration so far.
- (ii) I have lost the migration certificate. So please issue me duplicate copy of migration certificate. Police report and affidavit from the public Notary is concerned.

.....(2)

A sum of Rs. -----
through D.D. No. Cash Receipt No. -----
Dated ----- towards fees for (Name of the document) -----

is enclosed herewith.

Yours faithfully,

(Signature of the Candidate)

Fees for issue of :

1.	Urgent Duplicate Mark-Sheet	Rs. 100/-
2.	Duplicate Mark-Sheet	Rs. 50/-
3.	Migration Certificate	Rs. 100/-
4.	Duplicate Certificate	Rs. 100/-
5.	Provisional Certificate	Rs. 100/-

NOTE :

1. Copy of urgent mark-sheet will be issued upto next day from depositing the fees.
2. Police report and affidavit from the First Class Magistrate are required for issue of duplicate copy of original certificate.
3. Police report and affidavit from Public Notary are required to issue duplicate copy of Migration Certificate.
4. Money through M.O. or Cheque will not be accepted.
5. Bank draft should be in favour of Rashtriya Sanskrit Sansthan, New Delhi.

Please accept Rs.----- (-----)

SECTION OFFICER (Exam.)