

Serial No.

Application Fee : Rs. 10/-

BANGALORE



UNIVERSITY

108233

Application for the issue of : (Please mention the document required)		For Office Use only	
		C.W.	Suptd.
		A.R.	
1. Name (IN BLOCK LETTERS) (As Registered for University Exams)			
2. Residential / Postal Address			
		Pin Code :	
3. Name of the College/Department			
4. a. Name of the Examination /Course/Branch			
b. Details of Reg. No(s) with year & month of Passing			
Sl.	Register Number	I/II/III Year/Semester	Month & Year Exam
1.			
2.			
3.			
4.			
5.			
6.			
5. Indicate the Documents Required			
6. Reason(s) for application for the above document(s)			
7. Indicate the Change of Branch or College, if any, enclose the copy of permission letter from the Registrar, BUB		8. Details of Fee paid :	
		Amount.....(Rupees.....only)	
		Challan No.....& Date.....	
		D.D.No.....& Date.....	
		Name of the Bank.....	
		Place	
9. Any other information			

I hereby declare that the information furnished above are true and correct to best of my belief.

Place :
Date :

Signature of the Applicant

CERTIFICATE

1. Certified that the information furnished above are correct as per the records of the College.
2. Certified that the candidate had not rejected his/her results of any year/semester and not involved in any examination Mal-practice. Recommended for the issue of the document(s) applied.

Place :
Date :

Signature of the Chairperson/
Chairman/Director/Co-ordinator/Principal
with seal

NOTE: INCOMPLETE APPLICATIONS WILL NOT BE ACCEPTED

Sl. No.	Name of the Document	Information/Enclosures to be furnished by the Candidate	Fee
1.	Name correction in the Marks Card	Xerox Copy of the PUC marks card & a letter from the Principal of the College testifying the correct name of the candidate	Rs. 50 + 25 per year per marks card thereafter
2.	Correction of Marks Card	Nature of Correction to be effected in the Marks Card must be clearly indicated and xerox copy of Marks Card(s) showing wrong Entry shall be enclosed	Rs. 50 + 25 per year per marks card thereafter
3.	Withheld/removal in the marks card	A complete set of xerox copies of Marks Card of all successful attempts of all the years of the course including Marks Cards which are having withheld remarks to be enclosed	Rs. 100/- per marks card within a month Rs.75 per marks card after a month.
4.	Duplicate Marks Card	An affidavit on Rs.20/- stamp paper giving details such as year, Reg No./Year of passing course/branch, college and how the original marks card was lost.	Rs.150/-per Marks Card plus Rs.50/- per year thereafter.
5.	Consolidated Marks Card (Final year only)	One set of xerox copies of all the marks cards of the course/years without withheld remarks shall be enclosed in case withheld, if any can be got it removed simultaneously by paying additional fee as indicated at Sl. No. 3 or get it removed separately before applying for consolidated Marks Card	Rs.300/-
6.	Duplicate/Triplicate consolidated marks card	An affidavit on Rs.20/- stamp paper giving details such as year, Reg. No. month/year of passing course/branch, college and how the original marks card was lost.	Rs. 500 + 100 per year thereafter
7.	Verification of benefit of gracing rules	Enclose the xerox copy of the Marks Card.	Rs. 200/- (Not refundable)
8.	Diploma Certificate	Diploma Certificate will be issued after 30 days from the date of announcement of results of the candidate. A complete set of xerox copies of marks cards for having passed all the subjects prescribed shall be enclosed.	Rs. 100/-
9.	Duplicate Diploma Certificate	An affidavit on a stamp paper of Rs.20/- giving details such as Reg. No./Month/Year of passing Diploma Course.	Rs. 300 + 50 per year thereafter
10.	Rank Certificate	A complete set of xerox copies of marks card to be enclosed.	Rs.100/- per Certificate.

Sl. No.	Name of the Document	Information/Enclosures to be furnished by the Candidate	Fee
11.	Genuiness of Marks Card / Degree Certificate	Verification of genuiness of Marks Cards/ Degree Certificate per set.	Rs. 150/- per set.
12.	Provisional Degree/ Diploma Certificate Counter Signature	Provisional pass certificate issued by the college after/ 30 days from the date of announcement of results to the candidates who have no opportunity to receive the degree certificate. A complete set of xerox copies of marks card for having passed all the subjects prescribed for the various examinations of a degree shall be enclosed. 'Withheld' results if any, must be got released before applying for counter signature on the provisional Certificate (the candidate shall enclose xerox copies for having completed internship in case of candidates seeking counter signature on the provisional certificate for M.B.B.S./B.D.S/B.A.M.S/ BUMS/BHMS & 200 Hrs training certificate for B.Pharma students.)	Rs. 200/- per Certificate.
13.	Duplicate Degree Certificate	An affidavit on a stamp paper of Rs.20/- and xerox copies of all the marks card for having passed in all the subjects and a News paper Notification issued by the Registrar (Eva), BUB on behalf of the candidate shall be enclosed (cost of the paper notification shall be borne by the candidate).	Rs. 500/- within a year plus Rs. 50/- per year thereafter.
14.	Official Transcript	Enclose the required Transcript's xerox copies of the marks cards/Degree Certificate, etc.	Rs. 150/- per set.
15.	Migration Certificate	No Due Certificate from the Institute last attended to be enclosed	Rs. 200/- within a year plus Rs. 25/- per year thereafter.
16.	Duplicate Migration Certificate	An affidavit on Rs. 20/- stamp paper giving details how the migration certificate was lost and the institute last attended / degree / course / branch passed / completed.	Rs. 500 + 50 per year thereafter
17.	Any other correction of certificates	Enclose original certificate which required correction indicating the nature of correction.	Rs. 100 + 50 per year thereafter.