



Dr. A. P. J. ABDUL KALAM UNIVERSITY, INDORE (M.P.)

Indore Dewas Bypass Road, Arandia, Indore - 452016

Application Form for Issue of Diploma/PG Diploma Certificate

To,

The Registrar,
Dr. A. P. J. Abdul Kalam University,
Indore

Sir,

To be filled by the office

Certificate No.....
Dispatch No.....
Date.....

Dealing Asstt.

**Recent Passport
size Photograph
duly attested by
Director/Principal
with seal**

I have been a student of this University studying as Regular/Ex -student in the
..... (College) and
passed the examination in the Month and Year..... in Division. I request
you to kindly issue me Diploma/ PG Diploma Certificate.

The necessary fee of Rs. has been deposited in
Bank Draft No. of Bank
Dated.....

1. Full Name in English (In Capital Letters)
2. Full Name in Hindi
3. Father's Name
4. Mother's Name
5. Examination last appeared/passed Year Division/Grade
6. Marks obtained in last semester/year Out of
7. Grand total (Including all semester/year) Out of
8. Branch Enrollment No.:
9. Name of the Institution.....

Date:

Address for Communication:

Yours faithfully

Pin..... Phone

(Signature of Student)

CERTIFICATE TO BE RECORDED BY THE PRINCIPAL/HEAD OF THE INSTITUTION

Certified that the eligibility for award of Diploma/ PG Diploma certificate has been checked office record of the institution and found correct. The candidate may be issued the desired certificate.

Signature and seal of the Principal/Head of the Institution

Enclosures required: (Please tick (✓) in appropriate box if enclosed)

1. For Diploma/PG Diploma certificate please enclose a copy of the Final Semester/Year Marksheet attested by the concerned Principal/Head of the Institution.
2. Please enclose copy of T.C. attested by the concerned Principal/Head of the Institution.
3. Submit the application in plain paper with reasons for the demand of the Diploma Certificate (in short) along with requisite enclosure.
4. Demand Draft is payable in favor of Dr. A.P.J. Abdul Kalam University (Exam), Indore.

Note:

1. Diploma/PG Diploma certificate will be issued after 30 days of receipt of application with prescribed fees.
2. Incomplete application(s) without requisite enclosure (as above) shall not be considered.
3. Recent passport size photograph self attested.
4. Postal Address (in capital letters) must be submitted in separate plain paper.

Non Refundable Fees:

Diploma Certificate	Rs. 150/-	PG Diploma Certificate	Rs. 150/-
Postal Charge	Rs. 50/- extra	Postal Charge	Rs. 50/- extra