



Application for issue of Degree Certificate

To be filled by the office

Application No......
Degree No......
Dispatch No......
Date.....
Dealing Asstt.

Photo

To,
The Registrar,
Oriental University, Indore
Sir,

I have been a student of this University as regular/Ex student in (Course).....in (Branch).....
and passed the examination in the Month and Year..... in Division. I request you to
kindly issue me Degree Certificate.

The necessary fee of Rs..... has been deposited in Bank Draft/ Challan (Challan only OBC)
No. Of Bank Dated.....

Here are my details:

1. Full Name in English(In Capital Letters)
2. Full Name in Hindi
3. Aadhar No.
4. Enrollment No..... 5. DOB (dd-mm-yyyy)..... 6. Gender.....(Male/Female)
7. Father's/Husband's Name in English(In Capital Letters).....
8. Father's/Husband's Name in Hindi.....
9. Examination last appeared/passed(Fulfilling all the requirements) Year
10. Marks obtained in last semester Out of
11. Grand total (Including weightage) Out of

Yours Faithfully,

Date :Place : Phone/Mobile No Signature of Student

CERTIFICATE TO BE RECORDED BY THE ASSISTANT/DEPUTY REGISTRAR OF THE INSTITUTION

I certified that the eligibility for award of degree certificate has been checked with the original of the concerned certificates,
marks sheets, office record of the institution and found correct. The candidate may be issued the desired certificate.

Signature and seal of Assistant/Deputy Registrar

Important instructions:

1. Please enclose copies of

- i. All Semesters mark sheets Attested by concerned HOD/Dean
- ii. Self Attested Photocopy of 10th Mark sheets/Certificate
- iii. Self Attested Photocopy of Aadhar Card
- iv. Copy of Bank Challan (Degree Fee: Rs..... Bank Draft/ Challan (Challan only OBC).....

2. To obtain Main Degree in person Applicant must have original mark sheets with him/her.
3. Applicant can authorize someone to obtain main degree by giving him authorization letter & original mark sheets. Authorized person must have his identification proof also.
4. Demand Draft must be payable in favor of Registrar, Oriental University, Indore

Postal Address: must be filled twice in the box given below:

Name.....	Name.....
Address	Address
.....
.....
Email Id	Email Id.....
PIN CODE.....	PIN CODE.....