



DIAMOND HARBOUR WOMEN'S UNIVERSITY

APPLICATION for Duplicate Mark sheet/Certificate

(To be filled in by the applicant)

<p>FOR CASH OFFICE USE ONLY</p> <p>Received Rs.Receipt No.</p> <p>Date.....</p> <p style="text-align: center;">Receiving official Cash section with Seal</p>

To
The Controller of Examinations,
Diamond Harbour Women's University
Diamond Harbour, South 24 Parganas.

Sir/Madam,

I request you to provide a copy of duplicate Mark Sheet/Certificate which was lost / mutilated/ torn out. The requisite fee of Rs. (Rupees.....) only is being submitted along with this application. My brief particulars are furnished underneath.

Yours obediently.

Date.....

Full Signature of the candidate

1. Name in full
(In BLOCK LETTERS & according to Registration Certificate)
2. Daughter of
3. Address for Correspondence
4. Phone No. Mobile No.
5. Subject.....
6. Exam Roll No.....
7. University Reg. of.....
8. Duplicate Document(s) Required: Mark Sheet Certificate (Please tick)
9. In case of Mark Sheet please mention Semester 1st 2nd 3rd 4th (Please tick)
10. Year of Pass Out (if Applicable).....
11. General Diary No. and Date.....

- Enclose: 1) Photo Copy of Money Receipt**
2) Photo Copy of Mark Sheet/Certificate
3) Photo Copy of General Diary

Full Signature of the candidate