



**BABA GHULAM SHAH BADSHAH UNIVERSITY
RAJOURI (J&K) - 185234**

APPLICATION FOR DEGREE/DIPLOMA CERTIFICATE

Photograph

To

The Controller of Examinations
BGSB University
Rajouri-185131

Subject :- Request for issue of Degree/Diploma/Certificate for the _____
Examination_____

Sir, I beg to submit that I have passed the _____ Examination, under University
Roll No. _____ Registration No. _____ held in the
Year _____ Session as a backloger/Regular candidate of _____

Kindly issue the Degree/Diploma/Certificate in token thereof in my favour on the following

address

Thanking You

**Fee Payment
For Bank / Cashier**

Rs _____
Rs _____
For _____

Bank / Cashier

Seal & Sign

Yours faithfully,

Name _____

S/o, D/o _____

Address _____

Dated _____

Certified that the applicant _____

D/o S/o / Mr. _____ is the same person who passed _____

Examination _____ under Roll No. _____ as a regular/backloger candidate.

The applicant has signed the application in my presence.

**Specimen Signature of
the Appicant**

**Signature of the Attesting Authority
(with Seal)**

Instructions :-

- 1) The certification should be made by a Gazetted Officer in case of backloger candidates and Dean/Head of the concerned School/Department incase of regular candidates.
- 2) The Photocopies of Marks Certificates should be attached with the form.

For use in Registry

Report by the Accounts Section

An amount of **Rs. 500/-** remitted through
Bank Pay-in-Slip No. _____
dated _____ in Account No.
0586040520000002 on account of Degree
Certificate fee.

Degree Certificate S.No. _____

Date of issue: _____

Dealing Assistant

Report by the Registration Section

Verified that the applicant passed

examination held in _____
in _____ Grade / Division.

Assistant / Deputy Controller of Examinations

Instructions

1. An attested copy of Marks Card of the examination passed by the candidate and NOC should be attached with this form.
2. All the particulars should be filled in by the applicant. The registry will not be responsible for any delay in case form is not complete in all respects.
3. Fee of Rs. 500/- for Degree Certificate as prescribed by the University has to be paid through Bank Pay in Slip in University Account No. 0586040520000002.