

Form No.....

**KAVIKULAGURU KALIDAS SANSKRIT UNIVERSITY, RAMTEK**  
**APPLICATION FORM FOR A UNIVERSITY**  
**DUPLICATE MARKSHEET, PROVISIONAL DEGREE CERTIFICATE**

**Important Note: -**

- (i) Read instructions overleaf carefully before filling this form.
- (ii) Use separate form for each certificate.
- (iii) No person is entitled to apply on behalf of another person. or to receive Certificate/ Duplicate Marksheet personally from the office.

All the particulars given below should be carefully, neatly and accurately filled in by his/her own handwriting. The office will not be held responsible for any delay in case the form is found incomplete.

1. Name of the applicant (Block letters) .....  
As per Registration/Enrolment
2. Father's name (Block Letters) .....
3. Enrolment No. .... 4. Male / Female .....
- (Issued by the University)
5. Nature of Certificate required .....  
[i.e. Duplicate Marksheet or Provisional Degree Certificate].
6. Give reasons for applying .....
7. Name of Examination .....  
Month ..... Year/Sem..... Roll No. ....  
Subjects offered (i) ..... (ii)..... (iii).....  
(iv) ..... (v)..... (vi).....  
Result (Pass / Fail/ Compartment ..... Marks obtained .....out of.....
8. Name of the College/ University Teaching Departments .....  
(if appeared as a regular candidate)
9. Fee remitted Rs. ....  
(a) University Receipt No., Book No. and Date .....(also attach original receipt)  
(b) No. and Date of Bank Draft .....

I solemnly declare that the particulars filled in by me are correct and in case of any discrepancy found therein, I shall be responsible for the consequences.

Dated .....

.....  
Signature of the Applicant

**Address on which the certificate is to be sent (to be filled in by the candidate)**

1. The requisite Certificate will be issued after due verification of the concerned record. For obtaining the requisite certificate, photo copy with marksheet should be appended with this form.
2. In case of loss of Duplicate Marksheet, subsequent certificate(s) will only be issued by submitting an affidavit on Rs. 100/- Stamp paper duly attested by the Magistrate stating cogent reasons for loss/theft etc.
3. Duplicate Certificate/Degree/Provisional Certificate will be issued after 15 days.

**FEE FOR VARIOUS CERTIFICATE**

- |                                   |           |
|-----------------------------------|-----------|
| 1. Duplicate Copy of Marksheet    | Rs. 300/- |
| 2. Provisional Degree Certificate | Rs. 300/- |