

NATIONAL INSTITUTE OF TECHNOLOGY KURUKSHETRA

GENERAL APPLICATION FORM

Inward No. (Acad.) _____

Date: - _____

To
The Deputy Registrar (Academic)
National Institute of Technology Kurukshetra

Subject: **To issue required certificate/To solve the issue as mentioned below.**

Sir,

Kindly arrange to issue the following certificate for the _____ purpose or resolve the issue as briefed below:

Please tick which is required

1. Bonafide certificate = NIL
2. Character Certificate = NIL, (₹ 100/-) for Re-issue
3. Migration Certificate = NIL, (₹ 500/-) for Re-issue
4. Id-Card (Enclose Affidavit + FIR for loss) = ₹ 100/- (Re-issue Id-Card)
5. Transcript = ₹ 100/- Per page & Subsequent set @ ₹ 50/- (per page)
6. DMC (Enclose Affidavit + FIR for loss) = ₹ 500/- Per DMC (Re-issue)
7. Degree Certificate = ₹ 500/- **before 16th Convocation**
= ₹ 1000/- **16th & 17th Convocation**
= ₹ 1500/- **18th Convocation onwards**
8. Degree Certificate = ₹ 2000/- (Re-issue)
9. *Postal Charges* = ₹150/- (Anywhere in India) & ₹1000/- (Outside India)
10. Any other _____
11. Describe in brief if Any other is applicable _____

[Brief the issue along with the supporting documents]

Particulars of the student

Name _____ Roll No. _____

Father's Name _____ Semester & Section _____

B. Tech/M. Tech./MBA/MCA/Ph. D. (Branch/Specialization _____)

Year of passing (If applicable) _____ E-mail _____

Mobile No. _____

(Signature of the Student)

(For office use)

- Prescribed fee is received, details of the student have been verified from the record.
- The Certificate may be issued as per letter placed below for signatures.

Dealing Assistant

Superintendent

Deputy Registrar (Academic)

I have received the required certificate(s) on/issue is solved on _____

(Signature of the Student)