

Date: - / /

To,

The Faculty I/c (Academic)
National Institute of Technology, Kurukshetra-136119

Sub: Request for Dispatching Provisional Degree Certificate, DMC of Final Semester and Character Certificate.

Sir,

I _____, Roll No. _____

B.Tech./M.Tech. /MBA/MCA _____ Specialization/Branch _____

request you to dispatch my Provisional Degree Certificate (PDC), Final Semester DMC and Character Certificate(CC) at the following Address. I have enclosed No Dues Certificate duly signed and stamped by the authorities, my address and photo-id proof with this application:

Address (Capital Letters)

Pin Code _____

Mobile No. _____

I have also deposited the requisite fee of **Rs. 150/-** (anywhere in India) & **Rs. 1000/-** (outside India) towards postage and handling charges (to be paid in SBI Account of Director, NIT Kurukshetra at SBI NIT Kurukshetra Branch through SBI Collect facility) (Payment Proof Attached).

I understand that the responsibility of any damage/theft/being lost to the Provisional Degree Certificate(PDC), Final Semester DMC and Character Certificate shall be mine.

Thanking You,

Yours faithfully,

Dated: _____

Signature _____

Name _____

Roll No. _____

Roll No. _____ Department/School/Branch _____

To

Pin Code _____

Mobile No. _____

Email ID. _____

(The student must write his/her postal address as per address proof in capital letters)

**NATIONAL INSTITUTE OF TECHNOLOGY
KURUKSHETRA-136119**

NO DUES CERTIFICATE

Name of the Student _____, Roll No. _____

Semester _____, Branch/Specialization _____

Dated: _____

Signature of Student

Nothing Due is pending against the above mentioned student

1. HOD/Co-ordinator _____

2. Workshop Superintendent _____

3. Prof. I/c (Clubs) _____

4. Prof. I/c (NCC) _____

5. Warden, Hostel No. () _____

6. Prof. I/c (Sports) _____

7. Prof. I/c (CCN) _____

8. Faculty I/c (T&P) Cell _____

9. Librarian _____

10. Assistant/Deputy Registrar (Accounts) _____

The student is requested to submit the "No dues Certificate" in the office of the Dean (Academic) by speed post, in-person or through email on academic@nitkkr.ac.in email id. The student must keep one photocopy of the same with him/her for future reference.