

**To**  
**The Registrar**  
**NIET, Greater Noida**

**Subject: Request for sending AKTU's Original Mark Sheets and Degree Certificate by Post.**

Respected Sir,

I, \_\_\_\_\_ S/D/O \_\_\_\_\_

University Roll No. \_\_\_\_\_ would like to request you to send my original document(s) (University Mark sheet(s) / Degree Certificate) by Indian speed post at my present address as under:

I hereby declare that the information given above and in the enclosed documents is true to the best of my knowledge and belief. I will be solitary responsible for any misplacement /loss by the postal system. I have made payment of Rs 100/- through <https://axisbpayments.razorpay.com/nietadmission> for postal charges.

Name:- _____
Address:- _____ _____ _____ _____
District:- _____ State: _____
PIN :- _____ Mobile NO:- _____

Date:- \_\_\_\_\_

**Thanks & Regards**

**Name & Signature**

**Note:** Kindly fill above details and send it at [originaldocument@niet.co.in](mailto:originaldocument@niet.co.in) along with a scanned copy of AADHAAR card.