



CLUSTER UNIVERSITY SRINAGAR

Gogji-Bagh, Srinagar-190008

Website: www.cusrinagar.edu.in

Sub:- Issue of Degree Certificates in advance to the outgoing students / Duplicate Degree Certificate.

Notification No; 02 -CUS of 2021

Dated: 08 - 06 - 2021

Pending ratification by the competent bodies of the Cluster University, Hon'ble Vice-chancellor has been pleased to approve the charges, as indicated under, to be deposited by the outgoing students for issuing degree certificates in advance of the university convocation or in normal course enabling them to seek admission in other higher education institutions or for employment purposes:-

1. Degree Certificates to be issued
in advance of the university convocation: Rs. 1000/-
2. Degree Certificates to be issued in normal course: Rs. 400/-

The application form for the purpose is available on the university website www.cusrinagar.edu.in.

Sd/
Assistant Registrar
Cluster University Srinagar

No: CUS/Deg.Cert/ 2282-96/2021

Dated: 08.06.2021

Copy of the above forwarded to the:-

1. Dean Academic Affairs;
2. Principals of all Constituent and Affiliated Colleges;
3. Deans of all Faculties, Cluster University Srinagar;
4. Controller of Examinations; Cluster University Srinagar;
5. FA/CAO for information;
6. P.S. to Vice-Chancellor for information of Hon'ble Vice-Chancellor.
7. I/C IT for uploading on the University website;

APPLICATION FORM FOR ISSUING OF DEGREE CERTIFICATE (InAdvance) / DUPLICATE DEGREE CERTIFICATE

a) Each information/verification/document, etc. sought from the candidate, is an essential requirement for issue of the degree certificate and must therefore be furnished/enclosed, without which no document will be prepared/

b) Verified for applying under advance degree following documents are required to be attached with the form:-
(I) Official Letter from Recruiting Agency (II) Admission/Call letter from concerned Educational inst.

c) All regular candidates will collect their degree Certificate from their respective departments/College.

d) Before putting your signature below, please ensure that your **'Name', 'Parentage' & 'Regd.No,'** are correctly spelled as per university registration record.

[illegible][illegible]

Paste (don't pin or staple) a recent passport size photograph duly attested by HOD/Principal

Day		Month		Year			

12. Fee of Rs paid vide receipt No. Dated

Signature of the Candidate

REPORT OF THE UNIVERSITY OFFICE

The application has been examined/verified and found in order. The candidate has completed all the required formalities and has satisfied all the requirements of the statutes including the deposition of Fee as prescribed for the purpose.

Dealing Assistant**Result Section****Incharge IT Results****Assistant Controller
(Certificates)****CHECK LIST:** (Please tick the above or write 'NA' if not applicable)

- | | | | |
|--|--------------------------|--|--------------------------|
| 1. N.O.C. from concerned Dept./Director/ College (in case of regular candidates). | <input type="checkbox"/> | 5. Attested Xerox copies of Marks Sheets and Other required documents are enclosed. | <input type="checkbox"/> |
| 2. Office letter from recruiting agency (or) Admission/call letter from concerned Educational institution. (in case of advance degree) | <input type="checkbox"/> | 6. Fee receipt is enclosed with application form (where applicable) | <input type="checkbox"/> |
| 3. Self-attested passport size photograph Duly pasted. | <input type="checkbox"/> | 7. All columns duly filled in and signed | <input type="checkbox"/> |
| 4. Particulars duly verified from Registration Section as per Registration record. | <input type="checkbox"/> | 8. Self-addressed envelope of A4 size (9"x12") With postage stamps worth Rs. 35/- is enclosed. | <input type="checkbox"/> |

Dated: _____**Signature of the candidate****ATTENTION****ACKNOWLEDGEMENT**

S.No. _____

(This slip must be produced by the candidate named below at the Certificate Section for taking the documents)

**TO BE
FILLED
IN BY
THE
CANDI
DATE****Received from:**

--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--

--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--

An application for issue of Degree/Dip./Merit/Cert. of (Course).....

Exam passed in the year (session/year)

With Exam. Roll No. Regd.No.

Date of the submission of application.....

IMPORTANT: Application form received from above candidate. If found incomplete/erroneous information on scrutiny later, is liable to be rejected.

**Dealing Assistant
(Certificate Section)****Dated:** _____



Cluster University Srinagar
ESTABLISHED UNDER J&K STATE LEGISLATURE ACT-III, 2018



University Copy Bank Challan

Dated:	Registration NO:
Name:	Parentage:
Address:	Contact No:
Account No: 0005040500047765	Purpose: Issuing Of Degree In Advance
Amount: Rs.	
Sign. Of Depositor	Bank Seal & Signature

..... Cut here



Cluster University Srinagar
ESTABLISHED UNDER J&K STATE LEGISLATURE ACT-III, 2018



Student Copy Bank Challan

Dated:	Registration NO:
Name:	Parentage:
Address:	Contact No:
Account No: 0005040500047765	Purpose: Issuing Of Degree In Advance
Amount: Rs.	
Sign. Of Depositor	Bank Seal & Signature

..... Cut here



Cluster University Srinagar
ESTABLISHED UNDER J&K STATE LEGISLATURE ACT-III, 2018



Bank Copy Bank Challan

Dated:	Registration NO:
Name:	Parentage:
Address:	Contact No:
Account No: 0005040500047765	Purpose: Issuing Of Degree In Advance
Amount: Rs.	
Sign. Of Depositor	Bank Seal & Signature