CLUSTER UNIVERSITY SRINAGAR
Gogji Bagh, Srinagar, Kashmir-190008
APPLICATION FORM FOR ISSUING OF DEGREE CERTIFICATE (In Advance)

Note: **(Before filling up the Form the candidate is directed to read instructions given below carefully,**
Incomplete in any respect will not be accepted).

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.

1. Name of the candidate (in block letters):

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

2. Fathers name (in block letters):

3. University Registration No: _____

4. Date of Birth:

Day		Month		Year			

5. Name of the Examination/Course for which degree is required: _____

6. Exam roll No. _____Division _____
    Session & Year: Month _____Held in (year)_____

7. Status: (i) Regular _____(ii) Distance Mode _____(iii)private _____

7(A) Name of the dept./college/centre_____

8. Specialization (where applicable):(i)_____(ii)_____

9. Residential address_____
_____pin

9(A) Address for Dispatch_____
_____
_____pin

10. (i) Personal contact No._____(ii) Guardian's contact No_____

11. Reason for applying for degree in absentia/advance (supported by documents evidence) _____
_____

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   *Head Assistant*   *Section Officer*   *Assistant Controller*
(Sig.with name)   *(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).** [ ]

2. **Office letter from recruiting agency (or) Admission/call letter from concerned Educational institution. (in case of advance degree)** [ ]

3. **Self-attested passport size photograph Duly pasted.** [ ]

4. **Particulars duly verified from Registration Section as per Registration record.** [ ]

5. **Attested Xerox copies of Marks Sheets and Other required documents are enclosed.** [ ]

6. **Fee receipt is enclosed with application form (where applicable)** [ ]

7. **All columns duly filled in and signed** [ ]

8. **Self-addressed envelope of A4 size (9*x12") With postage stamps worth Rs. 35/- is enclosed.** [ ]

Dated: _____   *Signature of the candidate*

....

ATTENTION   A C K N O W L E D G E M E N T   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 CANDIDATE	**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

J&K Bank
Serving To Empower

University Copy Bank Challan

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

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Cluster University Srinagar
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J&K Bank
Serving To Empower

Student Copy Bank Challan

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

--Cut here --

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J&K Bank
Serving To Empower

Bank Copy Bank Challan

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