



# University of Hyderabad

## Requisition for Issue of Duplicate Id / Semester Registration Card (For who are on rolls only)

1. Registration No. :
2. Name of the Student :
3. Father's Name :
4. Course / Subject :
5. Validity of the lost Semester Card :
6. Date on which ID/Semester Card was  
lost and place where it was lost :
7. State whether any effort is made to trace the  
ID / Sem Card and the result of such effort :
8. Details of Fees paid : Rs. Date:

Signature of the Student

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Recommendation of the Dean of the School / Head of the Dept. / Centre

Date:

Signature of the Dean / Head  
with office seal

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Orders of the authorized officer to issue the duplicate ID / Semester Card

Deputy Registrar (A & E)

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ID / Semester Card printed on by

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Received the ID / Semester Card

Signature of the Student

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**Note: Submit a copy of the loss certificate issued by the Police Station.**

**Fees: Duplicate ID card – Rs. 200/-; Semester Card – Rs. 50/-**