



NOORUL ISLAM CENTRE FOR HIGHER EDUCATION

(Deemed-to-be-University under section 3 of the UGC Act 1956)

Kumaracoil – 6291 80, Kanyakumari Dist., Tamilnadu

OFFICE OF THE CONTROLLER OF EXAMINATIONS

APPLICATION FOR ISSUE OF DUPLICATE CERTIFICATE

1.	Name of the Candidate as in University records(BLOCK LETTERS)	
2.	Register Number	
3.	Degree of Study	
4.	Branch	
5.	Period of Study	
6.	Duplicate of which Certificate required (Write as Degree certificate / Semester Grade Card / Provisional Certificate / Consolidated statement of marks)	1. 2. 3. 4. 5.
7.	If applying for duplicate statement of Marks, fill in the Month and year of exam. For which mark statement was issued.	
8.	If applying for duplicate degree certificate fill in the 1. Month & year in which qualified for the degree 2. Date of convocation in which the degree was conferred	
9.	If applying for duplicate provisional Certificate / consolidated statement of marks fill in the Month & Year of last appearance in which qualified for the degree	
10.	Circumstances under which the certificate was lost / destroyed	
11.	Write the name of the news paper and date of publication regarding the loss of certificate. (Attach the original news paper page)	
12.	Whether the prescribed affidavit/FIR Copy has been enclosed with the application	
13.	Payment Details (Attach the copy of payment receipt)	Amount Paid
		Date of Payment
		Chalan No

Signature of the Candidate

Accounts Department

Signature of the HOD

For Office Use Only

Sl. No of the Certificate:

Date of Issue:

Controller of Examinations