

## APPLICATION FORM FOR GENUINENESS CERTIFICATE

Please find enclosed the copy of the Provisional Certificate / Consolidated Grade Card / Degree Certificate of the following candidate awarded by **Noorul Islam Centre For Higher Education**, Kumaracoil-629 180. Kindly verify the same and inform the genuineness of the certificate.

|    |   |  |      |  |                    |
|----|---|--|------|--|--------------------|
| 1. | <b>Name of the Candidate</b>  |  |      |  |                    |
| 2. | <b>Register Number</b>  |  |      |  |                    |
| 3. | <b>Degree</b>   |  |      |  |                    |
| 4. | <b>Branch</b>   |  |      |  |                    |
| 5. | <b>Description of the certificates to be verified and Enclosed (Tick whichever is applicable)</b> |  |      | 1. Provisional certificate<br>2. Consolidated Grade Card<br>3. Degree Certificate<br>4. Semester Grade Cards |                    |
| 6. | <b>Payment Details</b>  |  |      |  |                    |
|    | Mode of Payment   | Online Receipt No./ Transaction Reference /IMPS No./ DD No | Date | Name of the Bank   | Amount (Rs. / USD) |
|    |   |  |      |  |                    |
| 7. | <b>Name and Address of the Employer/Verifying Officer</b>   |  |      |  |                    |
| 8. | <b>Address to which the certificate is to be sent.</b>  |  |      | Mobile No.:<br><br>Email Id :  |                    |

Signature of the Employer with Office Seal

Place:

Date:

**Note:**

- The Genuineness of the required certificates will be issued at the request of the EMPLOYER only.**
- Fee Details: ₹ 1500 Rupees (Indian Institutions, Companies, Organizations & Establishments), \$ 75 USD (Foreign Institutions, Companies, Organizations & Establishments)**

## INSTRUCTIONS TO THE EMPLOYERS

The Genuineness of Provisional Certificate / Consolidated Grade Card /Degree Certificate/Semester Grade Card of a student will be issued only to an **employer** of State / Central Government services/ Public Enterprises/ Private sector / foreign or Indian Embassy when the employer produces the following documents and fee particulars.

- a) Duly filled-in Application Form
- b) Copy of the Consolidated Grade Card / Provisional Certificate / Degree Certificate/Semester Grade Cards
- c) Fee Receipt or Demand Draft

**i. Payment Details:**

- **Within India** - Rs.1500/-
- **Foreign countries** – 75 USD

**ii. The payment can be remitted in any one of the following payment modes:**

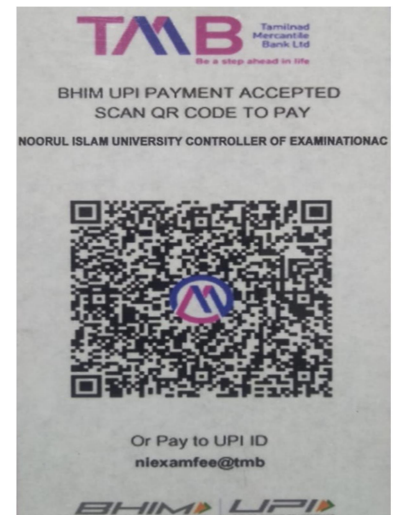
- a. Pay the fees in the Tamil Nadu Mercantile Bank

**A/c No. 026150050800200  
(IFSC code: TMBL0000026, Thalakulam Branch)**

**or**

- b. Pay through the BHIM UPI payment mode by scanning the following **QR code and pay the amount** or **pay to the UPI ID: niexamfee@tmb.**

- c. The Bank Demand Draft should be drawn in favour of “Noorul Islam Centre for Higher Education”.



The hard copy of the above-mentioned documents should be sent to **The Controller of Examinations, Noorul Islam Centre for Higher Education, Kumarcoil-629 180, Kanyakumari District, Tamil Nadu, India by Post/Courier.**

The Employer / Verifying Officer whose **jurisdiction is outside India** alone should submit the documents (Filled in Scanned Copy of the Application, Scanned copy of Certificates and Payment receipts) **through e-mail ID [coe@niuniv.com](mailto:coe@niuniv.com).**

The employees or the students are **strictly** advised not to ask for the confidential report / status of their Genuineness Certificate over phone or in-person. On any account, the employers also should not direct the employees/students to contact the University.

### **CONTROLLER OF EXAMINATIONS**

Noorul Islam Centre for Higher Education,  
Kumarcoil-629 180,  
Kanyakumari District, Tamil  
Nadu, India Email: [coe@niuniv.com](mailto:coe@niuniv.com)