



# Dr. A.P.J. ABDUL KALAM UNIVERSITY, INDORE (M.P.)

Indore Dewas Bypass Road, Arandia, Indore - 452016

## Application Form for Issue of Duplicate Diploma/PG Diploma Certificate

To,

**The Registrar,**  
Dr. A. P. J. Abdul Kalam University  
Indore

Sir

I have been a student of this University studying as Regular/ Ex-Student in the ..... (College) and passed the examination in the Month and Year..... in ..... Division. I request you to kindly issue me Duplicate Diploma/PG Diploma Certificate.

The necessary fees of Rs. .... has been deposited in Bank Draft/Challan No. .... of Bank ..... Dated.....

1. Full Name in English (In Capital Letters) .....
2. Full Name in Hindi .....
3. Father's Name .....
4. Mother's Name .....
5. Examination last appeared/passed ..... Year ..... Division/Grade .....
6. Marks obtained in last semester/Year ..... Out of .....
7. Grand total (Including all Semester/year) ..... Out of .....
8. Branch ..... Enrollment No. ....
9. Name of the Institution.....

### **Enclosures for Duplicate Diploma/PG Diploma Certificate (Please tick (✓) in appropriate box if enclosed)**

1.  Demand Draft is payable in favor of Dr. A.P.J. Abdul Kalam University (Exam), Indore or Bank Challan(PNB)
2.  Original copy of Police F.I.R.
3.  Original Affidavit on Rs. 10/- Stamp Paper.
4.  Final Semester/Year Marksheet and T.C. attested by the concerned Principal/Head of the Institution.
5.  Recent passport size photograph self attested.

### **Non Refundable Fees:**

**Duplicate Diploma  
Postal Charge**

**Rs. 300/-  
Rs. 50/- extra**

**Duplicate PG Diploma  
Postal Charge**

**Rs. 300/-  
Rs. 50/- extra**

**Note: Incomplete Application Forms will not be entertained.**

Date:.....

Yours faithfully

(Signature of Student)

### **CERTIFICATE TO BE RECORDED BY THE PRINCIPAL/HEAD OF THE INSTITUTION**

Certified that the eligibility for award of Duplicate Diploma/PG Diploma certificate have been checked with the office record of the institution and found correct. The candidate may be issued the desired certificate.

### **Signature and seal of the Principal/Head of the Institution**

Address for Communication:-  
To,  
Name:.....  
S/D/C/o:.....  
.....  
.....  
Phone/Mob No. ....

Address for Communication:-  
To,  
Name:.....  
S/D/C/o:.....  
.....  
.....  
Phone/Mob No. ....