



**SCIENCE COLLEGE (AUTONOMOUS), HINJILICUT, GANJAM. (ODISHA), PIN- 761102**

**FORM OF APPLICATION FOR ORIGINAL CERTIFICATE/DIPLOMA**

(This form should be duly filled-in and submitted for issue of certificate/Diploma)

1. Name of the candidate (in Capital Letter): \_\_\_\_\_
2. i) Name of the Examination passed for which the diploma/ certificate is sought ( **Photo copy of Provisional Certificate & Final Mark Sheet of the Exam passed should be attached**): \_\_\_\_\_
- ii) Year of Examinations (**Regular/Back**): \_\_\_\_\_
3. Roll No. in the Examination: \_\_\_\_\_
4. Registration No. as student of the University: \_\_\_\_\_
5. Division or Class (passed with Honours and/or Distinction, if any or with back Papers should be mentioned): \_\_\_\_\_
6. Particulars of Payment: \_\_\_\_\_ Amount: Rs. \_\_\_\_\_

**Present Address in Full**

(Rupees \_\_\_\_\_ only)

**Signature of the Candidate**

(In full)

Memo No. \_\_\_\_\_/

Date: \_\_\_\_\_

This candidate has passed the \_\_\_\_\_ Examination in \_\_\_\_\_ 20\_\_\_\_ from this College as a collegiate candidate. He/ She has signed this application in my presence. The certificate/ Diploma may be issued to him/her.

**Checked and found Correct**

Signature of the Dealing Assistant

Verified  
Deputy Controller-I

Controller of Examinations

Principal

**The Candidate has to bring the following documents:**

1. Original Mark Sheet & Provisional Certificate/Provisional-cum-Grade Sheet.
2. Photo copy of Mark Sheet & Provisional Certificate/ Provisional-cum-Grade Sheet & AADHAR Card.
3. Original **AADHAR** Card
4. A-4 Size envelope (Self addressed)
5. Postal Stamp for Registered Post as required.