



JAMIA HAMDARD

(HAMDARD UNIVERSITY)

Hamdard Nagar, New Delhi-110062

APPLICATION FOR ISSUE OF DEGREE / DIPLOMA / CERTIFICATE

Amount (Rs).....

Receipt No.

Date :

Cashier (Sign)

Applicant's Name : (in Block Letters).....
(As per High School Certificate)

Father's Name: (in Block Letters).....
(As per High School Certificate)

Mother's Name: (in Block Letters).....

Name of the Faculty :

Name of the Course (Examination Passed).....

Specialisation (if any)..... Division.....

Enrolment No..... Roll No..... Year of Passing.....

Present Address :

..... Contact No.....

Dated.....

Signature of Applicant

To be verified by the Dean / HoD

(i) That the above entries made by the applicant are correct. (ii) That the candidate has signed in my presence and is a genuine candidate. (iii) That there is no dues/outstanding against him/her.

Signature & Stamp of the Dean / HoD

Finance Officer

FOR OFFICE USE ONLY

That the particulars of the candidate are checked and found correct who is eligible to be issued the Degree /

Diploma / Certificate:

Dealing Assistant

Artist

S.O. (Exams)

Degree / Diploma No..... Issued on..... by.....

NOTE

- Photo copy of Provisional Certificate and Final Year Mark-sheet be enclosed with the application.
- BUMS and other courses where internship / training is mandatory; wherever is required; Degree will be given only to those students who have completed the internship / training.
- Photo copy of Certificate of Internship / Training be also attached.
- Photo copy of Matric Certificate regarding his name, father's name etc.

ISSUE OF DUPLICATE DEGREE / DIPLOMA / CERTIFICATE

Duplicate Degree / Diploma / Certificate can be obtained on submitting an application along with the following:

- Original copy of the FIR
- An affidavit signed and certified by, the First Class Magistrate (not Notary Advocate)
- Cutting from the leading newspaper showing that the Original has been lost or destroyed (submit defaced / remaining portion of degree / diploma / certificate).
- Prescribed fee of Rs 1000 /- for Duplicate Degree / Diploma / Certificate.