



Application Form for issue of Duplicate Registration Certificate

Fee of Rs. 200/- (Two hundred) is to be paid in cash at the University Cash Counter or in the form of a Demand Draft in favour of Finance Officer, The University of Burdwan .

- 1. (a) Name of student (in Block Letter) :
(b) Father's Name :
(c) Mother's Name :
(d) Address with PIN and contact No. to which the Duplicate Registration Certificate is to be sent :
2. Registration Number of this University with year of Registration :
3. Name of the Institution under this University in which the student studied last or continuing his/ her studies. :
4. Reference of payment of fee, Cash Receipt Challan No. / Draft No.. with date. :

I do hereby declare that the Registration Certificate issued in my favour has been lost and that I did not get admission in an Institution under the jurisdiction of any other University till this day.

FORWARDED

Principal of the College/Head of the Institution/ Department (in case of students who did not complete the course)

Signature of the student in full
Date.....200.....

N.B.APPLICTION MUST BE ACCOMPANIED WITH (1) A COPY OF GENERAL DIARY LODGED AT A POLICE STATION STATING THE REASON FOR ISSUE OF DUPLICATE REGISTRATION CERTIFICATE (2) AN ATTESTED COPY OF LAST EXAM PASSED FROM THIS UNIVERSITY IF THE COURSE HAD ALREADY BEEN COMPLETED (3) IF THE COURSE HAD NOT BEEN COMPLETED THEN THE APPLICATION FORM MUST BE COUNTERSIGNED BY THE PRINCIPAL/ HEAD OF THAT INSTITUTION FROM WHERE HE/SHE WAS REGISTERED UNDER THIS UNIVERSITY