

# Established under Chhattisgarh Private Universities (Establishment and Operation) Act, 2005 and under Section 2(f) of UGC Act, 1956

Approved by UGC, AICTE, BCI, PCI, NCTE & State Government, Chhattisgarh
Village- Kotni, Near Mantralay, Naya Raipur- 492101

Mob.: 09303097043, Email- kalingauniversity1@gmail.com Website: www.kalingauniversity.ac.in

### APPLICATION FOR ISSUE OF DUPLICATE MARK SHEET

#### Instructions:

- Duplicate mark sheet will be issued only in case of lost or destroyed irrevocably.
- The application is to be filled by candidate in English CAPITAL Letters in blue/black ink.) 2.

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FEE DETAILS   State   Demand Draft (DD).   See of fee paid through DD give the following details:	Father's / Husband's Name  Mother's Name  Complete Address for correspondence  City State Pin Ph.  Email Ph.  Destroyed in the relevant option  DETAILS OF THE DUPLICATE MARK – SHEET TO BE ISSUED Semester / Year ollment No.  Se enclose a photocopy of lost / destroyed mark sheet, if available.  FEE DETAILS  1500/- per Mark – Sheet is to be paid though Cash / Demand Draft (DD).  ase of fee paid through DD give the following details:	Father's / Husband's	Complete Address for correspondence   Destroyed Irrevocably se tick the relevant option   Destroyed Irrevocably se tick the relevant option   Destroyed Irrevocably   Semester / Year   Semester / Year

Demand Draft of Rs. 1500/- to be made in favour of "Kalinga University" payable at Raipur.



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### Please enclose the following documents:

- 1. Self-attested photo copy of Class X mark sheet
- 2. Self-attested photo copy of Class XII mark sheet
- 3. Self-attested photo copy of Graduation mark sheet (if applicable)
- 4. Self-attested photo copy of Copy of lost / destroyed mark sheet, if available
- 5. Self-attested photo copy of Proof of identity i.e. Aadhaar Card
- 6. An Affidavit (Specimen enclosed) in original, on Non-Judicial Stamp Paper of the value as prescribed in the Domicile State of the applicant (in Chhattisgarh it is presently Rs. 50/-) duly notarized
- 7. Report the loss of the Mark sheet to the nearest police station and lodge a FIR and obtain a copy of the FIR from the police station

Date/	Signature of the student

## To be executed on Non – judicial Stamp Paper of Rs. 50/- and to be notarized

AFFIDAVIT FOR ISSUE OF DUPLICATE MARKSHEET
I,
Father's Name
Mother's Name
Resident of
Enrolment No
Course
Semester / Year
do hereby solemnly affirm as under:
<ol> <li>That I have lost my mark sheet issued from Kalinga University, Raipur &amp; request the University to issue duplicate mark card.</li> <li>I undertake that if my lost mark sheet is found, I shall return the same to the University.</li> <li>I undertake that in case someone misuses my lost mark card, I shall be solely responsible for the same.</li> </ol>
Deponent
I above named deponent do hereby solemnly verify that the contents of my above affidavit are true & correct within my knowledge & belief and nothing has been concealed.
Deponent
<u>Verification</u>
Signed and verified at on this Day of Year 20