

UTKAL UNIVERSITY
VANI VIHAR, BHUBANESWAR – 751004.

No. EX-IV (PC)/ 04 (Pt.

) 13963 /2015,

dated: 23/9/2015

It is notified for the information of all concerned that the Syndicate at its meeting held on 09.07.2015, while considering the enhancement of fees for verification of authenticity of the Original certificate / Provisional certificate / Mark sheet of different examinations of the University received from various I.T Companies / Private institutions / Companies has resolved that for Companies and outside organizations the fees may be enhanced as follows.

- (a) Rs. 1000/- per examination which includes verification of original certificate / provisional certificate / mark sheet for the applicants staying inside the country.
- (b) Rs. 2000/- per examination which includes verification of original certificate / provisional certificate / mark sheet for applicants staying outside the country.

The fees be collected for the purpose in shape of BD/BC or Bank Challan drawn in favour of the Comptroller of Finance, Utkal University, payable at State Bank of India, Utkal University campus Branch Bhubaneswar- 04.

The above decision of the Syndicate may be adhered to with immediate effect.

S.K. Das
22/9/15
REGISTRAR

Memo No. EX-IV (PC)/ 04 (Pt.

) 13964 /2015,

dated: 23/9/2015

1. The Chairman, P.G Council, Utkal University for information.
2. All Officers of Utkal University for information.
3. All Section Officers, Utkal University for information.
4. The Comptroller of Finance, Utkal University for information.
5. The Chief Manager, State Bank of India Utkal University campus Branch for information.
6. The Prof-in charge, Computer Centre, Utkal University for information. He is requested to upload in the University website for information to general public.
7. Notice Board.

S.K. Das
22/9/15

REGISTRAR



APPLICATION FORM FOR ISSUE OF ORIGINAL DIPLOMA / CERTIFICATE

(To be filled in by the candidate)

1. Name of the Candidate (English)
(Odiya)
2. Name of the Examination passed
3. Year & Month of Examination
4. University Roll Number
5. Registration Number
6. College from which appeared
7. Subjects offered.
(If the candidate has passed compartmentally or part by part, the subject in each examination be mentioned with Roll Number).
8. Special Paper (For P. G. Students)
9. Class / Grade / Hons. / Pass / Distn.
(Xerox Copy of Provisional & Mark Sheet)
10. Amount of Fees deposited. Rupees
In Words
11. Nature of deposit
(To be filled in by the College) (a) Name of the Bank
Bank Draft No.
Date of deposit
(b) Bank Challan No.
Date of deposit
12. Address in which Diploma / Certificate is to be despatched :
Name..... Village / Place
Post ; Via (If any)
Dist. : Pin Code No.....

Date.....

(Full Signature of the Candidate)

Place :

FOR USE IN THE OFFICE OF THE PRINCIPAL / DEPARTMENT / INSTITUTION

Endorsement No.....

Date

Certified that a student of this Institution has passed the Examination held in the month of 20..... and he/she has signed this application form in my presence. The Diploma / Certificate may be issued to him / her checked and found correct.

Dealing Personnel

PRINCIPAL / HEAD

(Stamp of Office)

GAZETTED OFFICER

(For Private Candidates)

FOR UNIVERSITY USE

General Diary No..... Date..... Section Diary No.....

Date of Issue of Diploma / Certificate.....