



**APPLICATION FORM FOR OBTAINING MIGRATION CERTIFICATE**

1. Name of applicant: \_\_\_\_\_
2. Father's Name: \_\_\_\_\_
3. Enrolment No: \_\_\_\_\_
4. Address: \_\_\_\_\_
5. Date of admission in the college: \_\_\_\_\_
6. Name of College last attended: \_\_\_\_\_
7. Name of Program: \_\_\_\_\_

Date: \_\_\_\_\_ Signature of Applicant  
**(To be filled in by the College/Department)**

Certified that Mr./Miss \_\_\_\_\_ s/o d/o \_\_\_\_\_  
has not been rusticated or debarred by the College/Institute and I have no objection if the  
Migration Certificate is issued to him  
It is further certified that nothing is outstanding against him/her.  
He/She was admitted in the College/Institute on \_\_\_\_\_ and has attended  
the College/Institute upto \_\_\_\_\_

Dated: \_\_\_\_\_ Signature & Seal of  
Head of the Institute

**INSTRUCTIONS**

The applicant should read the following instructions carefully:

1. The applicant should write his/her name and father's name strictly in accordance with the name entered in the Enrolment Card.
2. The applicant is required to enclose Transcript or Degree (Verified Copy) and Enrolment/Registration Card (Original) with the application form.
3. The Migration certificate fee is Rs.500/- and if the original Enrolment Card is not surrendered with the form an additional amount of Rs.500/- (duplicate Enrolment Card, fee) would also be charged. The amount be paid through Bank Challan in any branch of Standard Chartered Bank.

**DUPLICATE MIGRATION CERTIFICATE**

4. A duplicate Migration Certificate can be issued on production of application on prescribed form duly forwarded by the Principal of the College or Head of the Department along with an affidavit on a stamp paper of Rs.50/- duly attested by 1<sup>st</sup> Class Magistrate Notary Public.
5. Announcement in any leading newspaper (cutting).

**CONTROLLER OF EXAMINATIONS**