

# SINGHANIA UNIVERSITY

## Application for issue of documents

Document Name	Fee & process ch.	Required (✓)	Amount paid	Attachment
Character Certificate	500			-----
Transfer Certificate (TC)	500			Original T. C
Migration Certificate	750			Original Migration
Degree/Diploma/ Certificate	1500			Copy of All Marksheets
Provisional Certificate	1500			Copy of All Marksheets
Duplicate Marksheet	800			Copy of Marksheet
Correction Fee	400			Document duly correction
Bonafide Certificate	250			-----
<b>TOTAL :</b>				

To

Date: .....

**The Controller of Examinations,**  
Singhania University, Pachheri Bari,  
District – Jhunjhunu, Rajasthan - 333515

Student enrolment no: ..... Course .....

Name of candidate: .....

Father's Name : ..... Mother's Name : .....

Address .....

..... Pin Code .....

Email Address ..... Contact No. ....

**Details of the document required::**

Semester/Year	Passing Year	Marks Obtained	Total Marks

**Signature of candidate:**