

# Khalsa College, Amritsar

(Autonomous College)

Affiliated to Guru Nanak Dev University, Amritsar  
Application for Inter University Migration Certificate\*

Case No. ....

- 1) Name (English): .....Name (Punjabi):  
.....(IN BLOCK LETTERS)
- 2) Father's Name (English): .....Father's Name (Punjabi): .....
- 3) Mother's Name (English).....Mother's Name (Punjabi): .....
- 4) Registration No. ....
- 5) Last examination in the college in which the student appeared under GNDU(Pass/Fail/Absent/Cancelled):  
Name of the last examination: .....Year/Session.....Roll/No. ....Result.....
- 6) Has the candidate applied for re-evaluation at the time of applying for migration? Yes/No
- 7) Name of the University to which migration is sought.....
- 8) Bank Draft No. .... Dated..... for Rs. ....drawn in favour of  
Principal, Khalsa College, Amritsar. (Fee includes form fee also)Receipt No.  
.....Dated .....
- 9) Address of the Applicant (In Block Letters) for sending migration certificate (with mobile  
no.).....  
.....  
.....  
.....  
.....

**Note:** If the candidate seeks migration certificate within 24 hours, if his/her result has already been finalised, he/she is advised to deposit fee of Rs. 1400/- along with identity proof such as copy of Aadhar Card, or ID card of class last attended or attestation from some college official.

Date: .....Signature of Candidate

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\*Authorised by Guru Nanak Dev University, vide Letter No. 1255/R Dated 26-09-2018.

### **Certificate No. 1(From Account Office)**

This is to certify that \_\_\_\_\_ who has appeared in \_\_\_\_\_ examination held in April/Nov.2018 under Roll. No. \_\_\_\_\_ has cleared all his/her dues in the college.

Signature  
Accounts Officer  
(With rubber stamp)

### **Certificate No. 2**

For those candidates who lost their original migration certificate and wish to apply for issue of duplicate migration certificate, please attach an affidavit duly attested by the Ist class magistrate (Judicial) on Rs. 20/- stamp paper.

Stating there in: - "That the Migration Certificate earlier issued to me by the Principal, Khalsa College, Amritsar hasnot beenused by me to seek admission anywhere."

I myself will be responsible in case of any discrepancy.

Signature  
Attested by Ist class Magistrate (Judicial) with date  
Seal of the court

Signature of Applicant

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### **For Office Use Only**

Particulars certified vide Gazette/Register of the Students

Approved

Dealing Clerk

Head Clerk (Registrar Office) Deputy Registrar/Registrar

## Instructions

1. All particulars required should be legibly and accurately filled by the candidate. This office will not be responsible for any delay in a case where the form is incomplete in any respects.
2. Nobody has the authority to apply or to draw the migration certificate of other applicant.
3. Fee structure for the migration certificate:-

I. For those registered by university	Rs. 900/-
II. To cancel already issued migration certificate	Rs. 300/-
III. To issue duplicate migration certificate	Rs. 1400/-
IV. To receive migration certificate on same day	Rs. 1400/-
4. Migration fee will be non-refundable in any case.
5. The applicants who have appeared for any examination, their migration certificate will be issued only after declaration of result.
6. No migration certificate will be issued to the candidate who has re-appear in any exam but migration certificate will be issued to those who will give in written form to not to appear in any examination in future.
7. Migration certificate will be issued **within 15 days** of getting prescribed form and fee.
8. In all correspondence with the university, Name, Father's Name, University Registration No., particulars of last examination passed or appeared and the College Receipt No. and date of payment of migration fee must be quoted.
9. In case applicant is unable to quote the mistake in migration certificate within 3 months of given letter he/she has to apply again.
10. Migration Certificate will be issued only after declaration of the result of Re-evaluation.

**Note:** Application form can be downloaded from the website of the College.