

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

Case no. \_\_\_\_\_

1. Name (English) : Name (Punjabi)
2. Father's Name (Eng) : Father Name (Punjabi)
3. Mother's Name : Mother Name(Punjabi)
4. Registration No. :
5. Last Examination of this University in which appeared/pass/fail/absent/Cancelled:  
Name of the last Examination \_\_\_\_\_ Year/session \_\_\_\_\_ Roll/No \_\_\_\_\_ Result \_\_\_\_\_
6. Name of the college last attended: \_\_\_\_\_
7. If appeared privately, name of the District: \_\_\_\_\_
8. Has the candidate applied for re-evaluation at the time of applying for migration: Yes/No:
9. Name of the University to which migration is sought \_\_\_\_\_
10. Bank Draft No. \_\_\_\_\_ dated \_\_\_\_\_ for Rs. 900/- drawn in favour of Registrar, Guru Nanak Dev University. (Fee including Form Fee also)  
University Receipt no. \_\_\_\_\_ dated \_\_\_\_\_
11. 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 finalized, He/she is advised to deposit fee of Rs. 1400/- alongwith identity proof such as copy of driving license, or ID card of class last attended or attestation from some university official.

Date: \_\_\_\_\_

Signature of Candidate

### **Certificate No. 1**

(For College/Department Students)

To be filled in by the Principal of the College/Head of the Department.

This is to certify that the undersigned has no objection if the migration certificate will be issued to \_\_\_\_\_ who appeared in \_\_\_\_\_ examination held in April/September 20\_\_ under Roll no. \_\_\_\_\_ and the result is \_\_\_\_\_.

Signature

Principal of the College/Head of the Deptt  
(With rubber stamp)

### **Certificate No. 2**

(For Private Candidate)

I \_\_\_\_\_ hereby certify on the basis of my personal knowledge and on the evidence produced before me that  
Mr./Miss/Mrs. \_\_\_\_\_ Son/Daughter  
of \_\_\_\_\_ is the same person whose particulars given in this application form and his/her signature is attested.

Signature

Principal/Head College/Govt Sr. Secondary School  
(With rubber stamp)

#### **(For Students from University Department)**

1. Certified that nothing is due against this student who was staying in Boys/Girls Hostel.

Signature Hostel Warden

(with rubber stamp)

#### **(For Students from University Department)**

2. Certified that the student has cleared the library account.

Signature of librarian  
(Bhai Gurdas Library)  
(With rubber stamp)

Note: These certificates as at S.No. 1 & 2 is not to be given by the University students who have left the institution by more than a year ago.

#### **For Office Use**

Particulars certified vide Gazette/Register of the Students.

Approved

Dealing Clerk

Asstt

Suptd

Astt/Deputy Registrar

Application only attested by the following will be accepted.

1. Principal of any Affiliated College.
2. Head of the Teaching Department of GNDU.
3. Principal of Affiliated & Recognized Senior Secondary Schools.
4. First Class Magistrate.
5. Supdt of Administrative Block as per report & enquiry section of GNDU only for private candidate by depositing a fee of Rs. 100/- with the cashier GNDU.
6. Regular student must get the attestation from the Principal of the college last attended.

Note: Application form can be had from book-seller in various cities at the cost of Rs. 200/- and from the cashier of Guru Nanak Dev University, Amritsar. Application can be had from the Registrar GNDU, Amritsar by sending a Bank Draft of Rs. 200/- in self addressed envelopes stamped of Rs. 5/- or by sending Rs. 205/- by Money order. Under stamped envelopes or bank draft for less amounts will not be entertained.

OR

Those who get the Application Form from Internet need to deposit/send Rs.200/- as Form fee alongwith Migration fee as at Sr. No.10 & 11.

### **Certificate No. 3**

(For those candidates who lost their original migration certificate and want to issue the same (for issue of duplicate migration certificate, please attach an affidavit duly attested by the 1<sup>st</sup> class magistrate (Judicial) on Rs. 20/- stamp paper.

Stating there in:-"That the Migration Certificate earlier issued to me by the Registrar Guru Nanak Dev University has been lost and has not been used by me to seek admission anywhere."

I myself will be responsible in case of any discrepancy.

Signature

Attested by 1<sup>st</sup> class Magistrate (Judicial)

Seal of the Court

Signature of the Applicant

with date

### **INSTRUCTION**

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 in complete in any respects.
2. Nobody has the authority to apply or to draw the migration certificate personally 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/-
4. Migration fee will be non-refundable in any case.
5. Migration certificate will be issued only after declaration of the result who appeared in any examination.
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 university Receipt No. and date of payment migration fee must be quoted.
9. In case applicant is unable to quote the mistake 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.