

# Sant Gadge Baba Amravati University, Amravati

## Application for Provisional Degree Certificate

Date :     /     /200

To  
The Controller of Examinations  
Sant Gadge Baba Amravati University,  
Amravati.

### Subject :- Issuing of Provisional Degree Certificate

Sir,

I the undersigned beg to submit that I have passed ----- examination, from your University, details of which are given below:-

- 1) Full name of applicant (English) -----  
(in Capital letters)
- 2) Name of Examination ----- Summer/Winter -----
- 3) Roll No. of Final year Examination-----
- 4) Division granted -----  
(together of all examinations OR at Final year)
- 5) I have paid fee Rs.100/- through Cash Receipt No.----- Date -----/----/200 or Bank Demand Draft No.-----  
and enclosed attested zerox copy of Final year examination marksheet.

I request you to please issue me Provisional Degree Certificate by Post or personally.

Address of applicant

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Yours faithfully,

Signature of Student

### Important Instructions

- 1) **Don't apply for Provisional Degree Certificate of that year of examination for which Convocation is already held.**
- 2) Attach attested zerox copy of Final year Examination Marksheet.
- 3) If you desire to receive by post, please enclose self addressed envelope.
- 4) If internship is completed, enclose attested zerox copy of Completion Certificate of Principal / Head of Institute (for that course where internship is necessary).
- 5) This Certificate shall be issued after 3 days on receipt of application in Degree Section. Incomplete / wrong application shall be rejected.
- 6) Demand Draft shall be in the name of The Registrar, Sant Gadge Baba Amravati University, Amravati.