

Conditions/Instructions to the Candidates

1. Each information/verification/document,etc.sought from the candidate, as shown overleaf, is an esseantial requirement for issue of the degree/diploma/certificate and therefore must be furnished/enclosed.
2. Provisional certificate is issued only for the last examination till end March.
3. Provisional certificate is a temporary substitute for the original document and therefore, provisional certificate will not be issued alongwith or after the original one.

PROFORMA FOR AUTHORITY LETTER

(To be typed/ written on a separate sheet)

I hereby authorize the following permanent AMU employee, whose particulars are given below, to receive my Provisional certificate for exam of The acknowledgement of the application registered under No. dated is enclosed.

(Signature of the Candidate)

PARTICULARS OF THE AUTHORISED PERSON:

1. SignatureDated.....
 2. Name in full
 3. Designation
 4. Department/Office
- Date SEAL

ATTESTATION BY HEAD OF THE DEPTT./OFFICE:

The authorised signatory is a permanent AMU employee working in this Deptt./Office. He/she has signed before me:

1. SignatureDated.....
 2. Name in full
 3. Designation
 4. Department/Office
- Date SEAL

CHECK LIST : (Please tick the boxes or write 'NA' if not applicable)

- | | |
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| 1. All the entries have been made and checked. <input type="checkbox"/> | 4. A photocopy of marksheet of the exam the document is required for (or notification in case of M.Phil./Ph.D. Scholars) is enclosed. <input type="checkbox"/> |
| 2. The candidate has signed at the end of the form. <input type="checkbox"/> | 5. Postage stamps worth Rs. 40/- with 3 self addressed slips of 5x3 cms size enclosed. <input type="checkbox"/> |
| 3. Certificate of Identification has been signed by the Dean/the Chairman and seal affixed. <input type="checkbox"/> | 6. In case of MBBS/BUMS degree, an attested photocopy of internship certificate is also enclosed. <input type="checkbox"/> |

IMPORTANT: The Provisional Certificate will be handed over only either to the candidate or his/her authorized representative holding a permanent position in AMU, on production of documentary proof of identity, or will be sent by registered post to the address mentioned in the relevant column, (if three self addressed slips of size 5x3 cms with postage stamps worth Rs. 40/- kept in a small envelope, are submitted alongwith the application form).