



# NIMS UNIVERSITY RAJASTHAN, JAIPUR

DIRECTORATE OF DISTANCE EDUCATION

## REQUISITION FORM PROVISIONAL CERTIFICATE

NOTE- THE OFFICE WILL NOT BE LIABLE FOR ANY DELAY CAUSED BY INCOMPLETE FILLED FORM AND INSUFFICIENT DOCUMENTS.

APPLICATION No (For Office Use):

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1. STUDENT'S NAME

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2. FATHER'S NAME

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3. PARTICULARS OF THE EXAMINATION(S)FOR WHICH THE PROVISIONAL IS REQUIRED

PROGRAMME NAME	APPEARING YEAR	SESSION/YEAR OF PASSING (MM/YYYY)	ENROLLMENT NO.	ROLL NO.	MARKS OBTAINED	RESULT
	First Year <input type="checkbox"/>					
	Second Year <input type="checkbox"/>					
	Third Year <input type="checkbox"/>					
	Final Year <input type="checkbox"/>					

4. FEE DETAILS: (Note-DD should be drawn in favour of NIMS University, Payable at Jaipur.)

DD NO.	AMOUNT	NAME OF BANK AND LOCATION	DATE(MM/DD/YYYY)

5. ADDRESS

(Where the Provisional certificate is to be delivered including ZIP code)

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Mob No.:

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Land Line Ph. No.(with STD Code):

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Email ID:

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6. DECLARATION:

I hereby certify and declare that the information given in the Application is complete and accurate to the best of my knowledge. I understand and agree that misrepresentation or omission of facts will justify the cancellation of my Requisition Form Provisional Certificate. I abide to all the terms & conditions of the University.

Date (MM/DD/YYYY):

Signature of Applicant: .....

7. DOCUMENT(S) ATTACHED:

- (i) Self attested photocopy of 10<sup>th</sup> (High School) Certificate.
- (ii) All other self attested educational documents i.e. 12<sup>th</sup>, Graduation, Post Graduation, Diploma etc
- (iii) Demand Draft of requisite fee (Rs. 4000).
- (iv) Self attested photocopy of all year(s) Mark sheets of that programme for which the Provisional Certificate is required.

FOR OFFICE USE ONLY

1. CHECK LIST:

Received  Not Received

(b) Requisite fee: Rs. 4000

Received  Not Received

(a) Self attested documents

Comment (if any) .....

Comment (if any) .....

(c) Form Status

Approved  Not Approved

Reason (if any): .....

2. PROVISIONAL FORM RECEIVED ON: \_\_/\_\_/\_\_

RECEIVED BY .....

3. PROVISIONAL CERTIFICATE PREPARED ON: \_\_/\_\_/\_\_

SERIAL NO.

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4. PROVISIONAL CERTIFICATE DELIVERED:

BY POST  \*BY HAND

5. DATE OF DELIVERY: \_\_/\_\_/\_\_

6. TRACKING NO.

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7. SIGNATURE OF NDDE OFFICIAL: ..... Comment (If any): .....

\* Signature of Applicant: (if deliver by hand):

DATE: \_\_/\_\_/\_\_

SIGNATURE: .....