APPLICATION FOR GENUINENESS CERTIFICATE

1.	Name of the Student				
2.	Register Number				
3.	Name of the Degree				
4.	Name of the Branch				
5.	Class Percentage/ Grade obtained				
6.	Month & Year of Passing				
7.	Email Id of Agency/ Head of the Institution/ Embassy/ High Commission				
8.	Contact No	Landline No:			
		Mobile No:			
9.	Fee Details	D.D No/ Challan No		Bank	Date
10	Enclosures	1) Letter from the head of the Company/ Institution/ Authorized Authority stating the purpose for which it is required. 2) Photocopy of the certificate (Back & Back) 3) Self-addressed (Organization) sufficiently stamped postal/ Airmal envelope (Size: Length:28.5 cm; Breadth:12.5 cm)			
11.	Address to which the confidential report has to be send (Confidential report will not be send directly to the candidates)				
12	Signature with Date				

Please issue a Genuineness Certificate for the aforesaid transcript issued by your University

Date: Name & Seal

Note:

1. Please read the procedure before filling in the Application
2. Demand Draft should be drawn in favor of "Finance Officer Pondicherry University", Payable at Puducherry.

For Office Use Only

FR Received on	Convocation Admitted	Name of the Organization	Years of Degree		Whether Required Fee Paid/ Amount		Action Taken on	Dispatched on
			Less than 5 years	More than 5 years	Yes	No		
					Amount:			

Prepared & Checked by   Checked by   Verified by

Dealing Assistant   Section Officer   Assistant Registrar