

SEMESTER I NON SEMESTER

**MADURAI KAMARAJ UNIVERSITY**  
**APPLICATION FOR OBTAINING PROVISIONAL CERTIFICATE.**

1. Name of the candidate (In English) :

2. Address to which the Provisional  
Certificate is to be sent

Pincode:

3. a) NAME OF THE DEGREE / COURSE MAJOR

b) REGISTER NUMBER

c) MONTH & YEAR OF PASSING

d) CLASS OF PASSING

e) EXAM CENTRE NUMBER

f) NAME OF THE COLLEGE/ INSTITUTION

g) DATE OF VIVA VOCE (IF APPLICABLE)

4. FOR DLP CANDIDATES: ENROLLMENT NO:  
(CORRESPONDENCE COURSE)

5. FOR EXEMPTION CANDIDATES: EXEMPTION ORDER NO:

6. PAYMENT PARTICULARS

NAME OF THE BANK :	BRANCH :	AMOUNT Rs. :	
		DATE OF PAYMENT :	
CHALLAN/ DRAFT No.:			

**For Office Use**

Prepared by	Checked by	Superintendent	AR / DR

(PTO)

I declare that the particulars furnished above are true and to the best of my knowledge and belief.

I do hereby further agree and abide that any dispute arising between the University and myself relating to this certificate shall be resolved / decided by the Court, Forum. Tribunal situated within the territorial jurisdiction wherein the University is situated and no other Court, Forum, Tribunal will have any jurisdiction to resolve / decide the dispute between the University and myself irrespective of the fact that the cause of action arises within other courts jurisdiction”.

PLACE: -----

**SIGNATURE OF THE CANDIDATE**

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

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- Encl : 1.  
2.  
3.  
4.

Name & Address to which the Provisional Certificate is to be sent

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Pin code:

## INSTRUCTIONS

Please read the Instructions given over leaf carefully before filling the application. Application has to be filled-in by the candidate only. Please strike out whichever is not applicable.

1. The prescribed fee for obtaining Provisional certificates for all courses except Ph.D., is Rs.110/- [for Ph.D., - Rs.500/-]

### 2. Fee Remittance:

#### a) By Chalan: (Through State Bank of India)

The fee may be paid into State Bank of India, Madurai or at its branches in the Southern Region (i.e. In the State of Tamilnadu, Karnataka, Andhra, Kerla and Pondicherry to the credit of Madurai Kamaraj University Account No.1.)

#### b) By Demand Draft: (From any Bank)

The fee may also be paid by way of Demand draft drawn in favour of **“The Registrar, Madurai Kamaraj University, Madurai, and Payable at Madurai.”** While sending the demand draft, name of the applicant with complete postal address may be furnished on the reverse of the draft along with the course details for which the Demand Draft is sent.

3. Provisional Certificate will not be issued to candidates who have already obtained the Degree (Convocation) Certificate.
4. **Money Orders, Cheques and Treasury Chalans and Postal Orders will not be accepted.**
5. The Fee once paid will not be refunded or adjusted for any other Certificate under any circumstances.
6. Duplicate provisional certificate will not be issued on any account.
7. The filled – in application together with the **Fee Receipt and Xerox copies of Course Completion Certificate / Transfer Certificate and Final Mark Statement** may be sent to the **“Controller of Examinations, Madurai Kamaraj University, Madurai – 625 021.”**
8. Holders of diploma in “Commercial Practice” who have passed B.Com. Degree Examination after getting necessary exemption should enclose Xerox copies of the Diploma in Commercial Practice and the order of exemption issued by the University.
9. Candidate applying for B.L., Degree Provisional Certificate should enclose a Xerox copy of the B.G.L., degree provisional certificate.

**Note: Provisional Certificates will be issued only for current year students. Other students can directly apply for Special Convocation.**