



GANGADHAR MEHER UNIVERSITY

BUDHARAJA, SAMBALPUR – 768004

FORM OF APPLICATION FOR ISSUE OF MIGRATION CERTIFICATE

[To be filled by the student concerned]

From: _____

Name in full with complete address

To,

**The Registrar,
 Gangadhar Meher University
 Sambalpur**

Sir/Madam,

I would request you to kindly issue a Migration Certificate in my favour, as I intend to pursue higher studies in other university/institution.

I am to state that, I registered my name in this University as a regular student and was issued Registration No _____ (Enclosed Registration Certificate in Original)

I passed/failed at the _____ Examination of the Gangadhar Meher University held in the month of _____ with Roll No. _____ or I am at present studying in _____ Class/ P.G. Department in this University or I have discontinued in the _____ year.

I have paid a fee of Rs. 200/- (Rupees Two Hundred) or Rs.500/- (Rupees Five hundred) / Rs. 250/- (Rupees Two hundred fifty for students willing to obtain by post)) only in the shape of Bank Draft/ University Cash Receipt. No. _____ Dated _____

I request that the Migration Certificate may kindly be issued to me at the earliest.

Yours faithfully,

Signature in full

Date _____

: Please strike out the words not required.

GANGADHAR MEHER UNIVERSITY, SAMBALPUR

(Information required for issue of Migration Certificate)

1. Name of student _____
(In Capital Letters)
2. Name of the Department _____
3. Examination passed with year and Roll No. or if he/she is still a student of the institution state the class in which he/she is reading _____
4. Whether the fee of Rs. 200/- , Rs. 500/- has been paid _____
5. Date of birth as entered in the University Admission Register _____
6. Date of first Admission to the University after passing the +2 or any other Examination _____
7. Registration Number as a student of University _____
8. Date of leaving the University _____
9. Conduct and character of the student during his/her stay in the University _____
10. Opinion of the Academic Section as to the University's granting the applicant a Migration Certificate.

**Dean, Academics,
University**
(with Official Seal)

N.B.

1. Applicants are advised to go through the instructions before submitting it in the office.
2. Money Order, Postal Order will not be accepted. The fees must be remitted in shape of Bank Draft in favour of "The Comptroller of Finance, G. M. University, Sambalpur" payable at Sambalpur or cash in the University cash counter. The B.D. / Cash receipt must be attached to the application form.
3. Application, incomplete in any manner will not be attended to and no correspondence will be initiated in the matter.

