Visvesvaraya Technological University

Examination Section, Belagavi – 590 018.

Application for issue of **DUPLICATE MARKS CARD (DMC) / DUPLICATE DEGREE CERTIFICATE (DDC)**

1	**Name of the Candidate** (in CAPITAL LETTERS)	
2	**USN**	
	Old USN (if any)	

3

DMC Fees: Rs.300/-(For each Marks Card) + Rs.100/-Per academic year (Single DD in Favour of Finance Officer, VTU, Belagavi)

DDC Fees: Rs. **2000**/- **for Indian national + Rs. 200/- per year $400 for foreign national + $50 per year**

Fees Paid Details		
	DD	No.: ..... Bank:..... Date:..... ....Amount:.....
	ONLINE	Payment Ref.No.: ..... Date:.....Amount:..... Attach Payment Receipt along with this Application

4

Marks Cards/Degree Certificate Particulars: **Applied for DMC:** ☐ **DDC:** ☐

Semester	I	II	III	IV	V	VI	VII	VIII
Month								
Year of Exam Passed								

Documents to be attached with application:

1. Original Police FIR regarding the lost of ORIGINAL DOCUMENTS.
2. Original Affidavit **ON STAMP PAPER OF RS. 20/-,** mentioning the details of USN, NAME, SEMESTER, MONTH and YEAR of Examination of the MARKS CARDS/DEGREE CERTIFICATE lost and requesting the concerned authority for the issue of **DUPLICATE** of the same.

5

Candidate shall indicate the postal Address to which DMC/DDC to be sent (in CAPITAL LETTERS)

Name: .....

.....

.....

.....PIN:.....

Country:.....Mobile: .....e-mail id:.....

Date: _ _ _ _ _ _ _ _ _ _ **Signature of the Candidate**

FOR OFFICE USE ONLY

POST	B/H

PAYMENT DETAILS

DD No.:..... ONLINE Payment Ref.No.:.....

Date:.....Bank:..... Rs.:.....

Signature and Date:.

DMC No:/DDC No.....

Case Worker:_____ **Special Officer:**_____**Registrar(Evaluation):**_____

Application will be rejected if address is not same in Block 5 and 6

6

Candidate shall indicate the postal Address to which DMC/DDC to be sent (in CAPITAL LETTERS)

Name: .....

.....

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