



The Sanskrit College and University

1, Bankim Chatterjee Street, Kolkata - 700073 | ☎ - (033) 2241 - 3611 / 1906
[Established by the Act No. XXXIII of 2015; Vide WB Govt. Notification No 187-L Dated- 19.02.2016]
<https://www.sanskritcollegeanduniversity.org.in>

APPLICATION FORM FOR DUPLICATE MARKSHEET and/or PROVISIONAL CERTIFICATE
(✓ Tick whichever is correct)

To
The Controller of Examinations
The Sanskrit College and University
Kolkata - 700073

Respected Sir,

I have to request you to be so good as to issue the document stated above in my favor for the following examination:-

- **Necessary particulars are furnished below:**

| | |
|--|---|
| 1. NAME : | (in Block Letters) |
| 2. Contact No.: | Email: |
| 3. Examination / Semester with Year : | |
| 4. Roll No: | COURSE: <input type="radio"/> UG or <input type="radio"/> PG |
| 5. SCU Registration No. | of |
| 6. Name of the Department: | |
| 7. Payment made for: <input type="radio"/> Ordinary (Rs.200/-) or <input type="radio"/> Urgent (Rs.400/-) and/or | <input type="radio"/> Duplicate Provisional Certificate (Rs. 500/-) (✓ Tick whichever is correct) |

Date:/...../20.....

Yours faithfully,

Signature of the Applicant

- **Enclose:**
 - 1.Copy of Registration Certificate.
 - 2.Copy of Admit Card.
 - 3.Copy of Library Clearance Certificate. (if necessary)
 - 4.Copy of Payment Receipt.