



**VINAYAKA MISSIONS UNIVERSITY
DIRECTORATE OF DISTANCE EDUCATION
SALEM, TAMILNADU**

APPLICATION FOR DUPLICATE CERTIFICATE

1. Name of the Candidate : (Signature)
2. Register No. : (Signature)
3. Name of the course : (Signature)
4. Name of the Study Centre & Code : DIVINE EDUCATIONAL TRUST - KL 063
5. Month & Year of last appearance : (Signature)
6. Reason for which Duplicate
Certificate is requested : (Signature)

Place :

Date :

Signature of the Candidate

Details of Remittances:

Name and Place of the Bank	:
Amount & Date of payment	:
Demand Draft No.	:

REGULATIONS FOR OBTAINING DUPLICATE CERTIFICATE:

1. A Certificate from the First Class Magistrate in a Stamped paper of Rs.20/- about the loss of the Degree Certificate.
2. The application should be forwarded to the Asst. Controller of Examination with a Demand Draft of Rs.1000/- for Degree Certificate and Rs-500/ for other Certificates, drawn in favour of “Directorate of Distance Education, Vinayaka Missions University, Salem-636308.”
3. A Declaration by the candidate should accompany to the effect that the Duplicate Certificate is required for bonafide purpose only.
4. The candidate is directed to produce the original certificate obtained from the police department against the complaint lodged by him for the loss of the Certificate.