



Payment Receipt No.

Amount Rs.

Date:

ST.TERESA'S COLLEGE (AUTONOMOUS) ERNAKULAM

Affiliated to Mahatma Gandhi University, Kottayam

APPLICATION FOR DUPLICATE MARK LIST

Name of the Candidate	
Register Number	
Name of the Programme	
Year of Admission	

1. Details of Duplicate Mark List to be required

<u>Reg.No</u>	<u>Month & Year of Exam</u>	<u>Regular/Supplementary</u>	<u>Whether passed or failed</u>	<u>If passed total mark obtained</u>

2. Details of Affidavit

Name and Address of the Notary	Date of affidavit

Address to which the Duplicate Mark List is to be sent: -----

Pin Code.-----

Contact Ph.No. -----

Should provide Self –addressed and duty stamped A4 cloth lined cover along with the application.

UNDERTAKING

The particulars given above are true and correct. I hereby undertake that if the original mark list is recovered, I will inform the fact to the University and surrender the same.

Place:.....

Date:.....

Signature of the Applicant

Enclosures required

1. Affidavit
2. Copy of Student ID Card.
3. Copy of the lost mark list (if available).

Instructions

1. Affidavit should be in stamp paper worth of Rs.100/- from the Notary.

FEES

Rs.500/- (Rupees Five Hundred Only) per copy.