



Dr. ABDULKALAM SEVAK SAMAJ COUNCIL OF VOCATIONAL AND RESEARCH TRAINING

An Autonomous Body Recognized by Government of India, New Delhi

APPLICATION FORM FOR ISSUING DUPLICATE MARK SHEET / CERTIFICATE

From

------(Full Name)

------(Address Line 1)

------(Address Line 2)

------(Tel.No)------(Mobile No)

To

The Controller of Examination

Dr. Abdulkalam Sevak Samaj Council of Vocational and Research Training

4/267, Venkatesapuram, KarumariyammanKovil Street, Kottivakkam,

Chennai – 600 041, Mobile No.8248299794

Sir,

Sub: Requisition for Issue of Duplicate Certificate / Mark Sheet -Reg

I have passed the Dr. Abdulkalam Sevak Samaj Council of Vocational and Research Training Examination in _____ (Academic / Calendar) _____ (Year). The original mark sheet / certificate is lost / mutilated. I kindly request you to issue the Duplicate Mark Sheet / Certificate.

Sl.No.	Name of the Candidate	Roll No.	Enrolment No.	Name of the Course
1.				

As required, I have enclosed herewith affidavit, duly notarized to enable you to consider my request for issue of Duplicate Mark Sheet / Certificate. I have also enclosed a Demand Draft with the following details. (Demand Draft in favour of 'Dr. Abdulkalam Sevak Samaj payable at Natarampalli' with the fees of Rs.500/- per student)

Sl.No.	Name of the Bank	Demand Draft No.	Dated	Amount
1.				

Place:

Date:

Yours Faithfully,

(Signature of Student)

[TO BE EXECUTED IN Rs.20/- STAMP PAPER]

AFFIDAVIT

I _____(name of the candidate as per Mark Sheet)
Son/Daughter of _____ aged _____resident
of _____

do hereby solemnly state on oath as under:

1. whereas I was a bonafide candidate and appeared for Dr. Abdulkalam Sevak Samaj Council of Vocational and Research Training Examination and successfully completed the same by attending the Certificate / Diploma in _____conducted by _____(Name of the Vocational Training Centre)
2. whereas, I have lost / misplaced my mark sheet / certificate and the same could not be found or traceable with all my efforts.
3. whereas in the event of the said mark sheet / certificate is found,undertake to return it to Dr. Abdulkalam Sevak Samaj Council of Vocational and Research Training.
4. whereas I have not given and / or handed over the original mark sheet /certificate to any person / entity for any purpose and that I will not misuse the duplicate mark sheet / certificate issued to me.
5. whereas the above contents are true and correct to the best of my knowledge and belief and no part of it is false.

Signature & Seal Of Notary Public
Date:

Deponent (Student)