1. Personal Details :



ಮಂಗಳೂರು ವಿಶ್ವವಿದ್ಯಾನಿಲಯ 🍏 MANGALORE UNIVERSITY Application for the issue of Second Original Degree Certificate / Second Original / Consolidate / Correction /

- R.N.C.L. Marks Cards / Rank / Verification of Documents / Official Transcript / Provisional Pass / Other Certificates
- The Application is to be sent to The Registrar (Evaluation), Mangalore University, Mangalagangothri, D.K. Karnataka, India 574 199.
- Incomplete applications will be rejected and the fee paid is non refundable under any circumstances.

Name of the Candidate (in Block Letters)	:									
Nationality	:					Male	Female Others			
Registration Number	:									
Course / Programme (For Engineering mention the Branch)	:									
College / Department	:									
Phone Number		Email ID :								
2. Service/s Provided: Note : Please make separate application Tick for the service/s you are applying			_				_			
Service Required Ma			mber of Original s Cards Submitted			Details (Passing Year / Semester details / Nature of the Correction)				
A. Marks Cards : (The Marks card/s	will be					Nature of the Corre	Ction)			
(i) Second Original Marks Card/s										
(ii) Consolidated Marks Card/s										
(iii) Correction / Damage Marks Card	l/s									
(iv) RNCL Marks Card										
B. Certificate		Pass	Details (Month, ing / Nature of	Year of Correction)	T	Address to which document/s to be sent)				
Second Original / Correction of Degree / Diploma Certificate				By Hand	1					
ii. Provisional Pass Certificate				By Post	1					
iii. Provisional Degree Certificate					7					
iv. Pass Certificate		<u> </u>			1					
v. Rank / Second Original Rank Certific	cate	1			1					
vi. Any other certificate (Pertaining to University Examination)					Pincode:					
C. Verification of Documents					Ī	Ph No. :				
D. Official Transcript						E-mail ID :				
3. Payment Details : Details of the f	fees a			payment are	giv					
Online Payment		Challa	1 <u> </u>			Demand Draft				
Online Payment Ref. No./ Challan No. / D.D. No.		Amount (ir	n Rs.)	Date		Name and Place of the Bank (only for D.D.)				
Place :		5 /								
		Date : the Registr	ar (Evaluatio	_		re of the Candidate: iversity, for needful.				
Place:		Date :	a. (=:a.aa	,		re of the Principal :				
%		4	. Acknowled	Igement			-			
Personal Details	וטו נווט:	SE WIIO SUDI	пи ите арриса	For Office		the University)	Initial of the Receiving			
Name of the Candidate :			Second Original Marks Card/s			Rank / Second Original	Clerk with Date			
Registration Number :			Consolidated Marks Card/s			Rank Certificate Verification of Documents				
College / Department :			Correciton /Damage Marks Card/s			Marks Transcripts				
Course / Programme :			RNCL Marks Card			Any other Certificate				
Phone Number :			Provisional Pass / Pass / Provisional Degree Certificate			Number of Original Marks Cards				
			Second Original / Correction Degree Certificate			Number of Original Degree Certificate				

FEE DETAILS / MODE OF PAYMENT AND INSTRUCTIONS TO THE APPLICANTS

PARTICULARS	Prescribed Fee (in Rs.)						
A. Marks Cards	Application Fee	Under Graduate	Post Graduate	M.Phil / Ph.D.	D.Sc. D.Litt.	Is Penel Fee Applicable*	
A. (i) Second Original marks Card (Per Marks Card)	200	1,210	1,760	-	-	YES	
Subsequent and Second Original Marks Card (Per Marks Card)	200	2,420	2,860	-	-	YES	
(ii) Consolidated Marks Card (Per passing attempt)							
(iii) Correction of Marks Card (After laps of 1 Year from the date of issue) (Per Passing attempt)	200	440	490	490	-	YES	
(iv) RNCL Marks Card	200	440	490	-	-	YES	
B. Certificate							
i. Second Original Degree / Diploma Certificate	200	1,760	2,310	5,000	7,150	YES	
Subsequent Second Original Certificate	200	3,520	3,960	10,000	-		
Correction of Degree / Diploma Certificate (After laps of 1 Year from the date of issue)		1,210	1,760	2,200	-	YES	
ii. Provisional Degree Certificate (Valid till ensuring Convocation)	-	1,000	1,000	1,000	-	NO	
iii. Provisional Certificate	200	770	880	-	1	NO	
iv. Rank / Second Original Rank Certificate	200			-	-	NO	
v. Any other certificate in the Prescribed format (Pertaining to University Examination)		1,000			NO		
USD 100(For Information in the performa of Foreign University							
* Penal Fee: Rs.1,000/-per every additional year after a lapse of THRE	E YEARS fr	om the dat	e of passin	g the respe	ctive exam	ination	
C. Verification of Documents	Prescribed Fee (per document) (in Rs. unless mentioned otherwise)						
Verification of marks card by the candidate (Per Marks Card)	1,000						
Verification of degree certificate	2,000						
3. Enquiries from (Per Marks Card) Govt / Private Agencies	2,000						
4. Enquiries from others (within India) (Per Set of Marks Card)	10,000						
5. Enquiries from Abroad / Foreign Embassy		USD 200 (Per Programme)					
6. Verification of additional copies when applied simultaneously		Per Marks Card 1,000					

Modes of Payment: Payment of the fee may be made through any one of the following modes.

Additional postal / service charges for mailing documents outside India

- Payment : One may follow the following steps for paying the prescribed fee https://mangaloreuniversity.ac.in → Online Fee collection (accept the terms and conditions). → Fees Examination related Activities 008. → Fill the relevant fields. → Mention the amount against the service applying for . Pay the fees using any one of the different modes available. Enclose a copy of the receipt with this application.

 Offline Payment:
 - Challan: The prescribed fee may be remitted to the SBI / Bank of Baroda / Canara Bank through challan to 'Mangalore University' funds and Original Quadruplicate (to be submitted to the University) copy of the challan is to be enclosed with this application.
 - ii) Demand draft: The prescribed fee can be paid through a DD drawn in favor of "The finance Officer, Mangalore University". Enclose Original D.D. with the application
- Instruction to the Applicants:

D. Official Transcript

1. Fee Details

- a) Provisional Pass / Degree Certificate will be issued only from the date of announcement of the Final degree examinations / passing the respective examination till the date of ensuring Convocation. After that Provisional pass / Degree Certificate will not be issued and students are entitled to receive the Degree Certificate / Pass Certificate.
- b) For items A (i) and B(i) (second original marks card / degree certificate), following documents shall be enclosed.
 1. Original Affidavit on a stamp paper of Rs.20/- sworn before a Judicial Magistrate or a Notary Public towards the loss of Marks Card / Degree Certificate.
 2. Certified copy of the Police Complaint lodged at the Police station for having lost the Marks Card / Degree Certificate.
- c) For item A(ii) original Marks cards of each attempt shall be surrendered along with the application.
- d) For item A(iii) and B(i) (correction of marks card / degree certificate) following procedure shall be followed.
 1. Attested photocopy of SSLC / PUC / DEGREE marks card / certificate should be enclosed.
 - The application shall be sent through the college with specific remarks of the Principal.
 - 3. The Marks Card / Degree Certificate which requires corrections shall be surrendered along with the application.
- e) For item A (iv) following procedure shall be followed.
 - 1. Original marks card of the final semester / year shall be surrendered along with the application
 - 2. Attested photocopies of the marks cards of all the lower semesters shall be enclosed with the application.
- f) For items B (ii), (iii) & (iv) photocopies of the marks cards of qualifying examination duly attested by the Principal of the college shall be enclosed. In case of B.Sc (FD, GD, LD) / BHM / BHS / BASLP / B.Arch / Medical examinations copy of the inhouse training / internship training certificate duly attested by the Principal shall be enclosed
- g) While collecting any of the documents (mentioned in items B & D) the candidate shall produce an identity card with photo.
- h) The fee details are subject to change from time to time and may be obtained from the University Office / College / PG Department / University Website. https://mangaloreuniversity.ac.in Do not write anything below this line

Space behind Acknowledgement

2,000

NO

7,500