

INSTRUCTION

1. All the required particular should be carefully filled in by the applicant himself/herself. This office will not be responsible for any delay in case the form is incomplete.

2. University Certificate Fees are as follows:-

1. Degree Certificate	3000/-
2. Provisional Certificate	1000/-
3. Migration Certificate	1000/-
4. Duplicate Mark sheet	500/-
5. Consolidated Mark sheet	2000/-
6. Correction of Mark sheet	500/-
7. Transcript Mark sheet	3000/-

3. For taking the University Degree / Provisional / Migration Certificate, candidate will have to submit a photo copy of personal identification i.e. Identify Card, Driving License, Ration Card etc.

4. Degree/Provisional/Migration/Duplicate/Consolidated mark sheet fee once paid is not refundable in any case. Mention name, address and class on the reverse of the Bank Draft/Banker Cheque etc.

5. Attested Photostat copy of the certificate of last examination passed/failed by the candidate must be submit / sent along with this Form.

6. University Degree/Provisional/Migration Certificate to the students who have taken any examination form this University will be issued after the declaration of their result.

7. Under the rules, University Degree / Provisional / Migration Certificate shall be issued to those candidates who are already registered with this University.

8. Attach Xerox copy of all required documents with self-attested.

9. Demand Draft in favour of "SIKKIM SKILL UNIVERSITY" payable at "Namthang, Sikkim".