SIKKIM SKILL UNIVERSITY EDUCATION FOR ALL	Campus : Namthang, Namthang Bazar P.O.Namthang, District Namchi, Sikkim-737132	
Certificate(s) required, 1. Degree Certificate Please specify 2. Provisional Certificate 3. Migration Certificate 4. Duplicate Mark sheet 5. Consolidated Mark sheet 6. Trnscript Mark sheet 7. Other/if any	Received Amount Receipt No Dated Cashier	
To, The Registrar/Controller of Examinations, Sikkim Skill University, Sikkim Sub - To issue Sir, Kindly issue me following examination as per particulars below -		
1. Candidate'Name (in Capital Letters): 2. Father's Name (in Capital Letters): 3. Mother's Name (in Capital Letters): 4. Date of Birth : 5. Correspondence/postal Address:	Paste (Do not staple) recent Photograph (Size 35mm x 45 mm) duly attested by the Dean (Principal / Head of	
District: State: Pin Code: Contact No: 6. Name of Examination Passed: 7. Enrolment Number 8. Name of Department:		
9. Month & Year of Passing:		
10. Result: Marks Obtained		
11. Reason for issue of the Certificate: Dated Signature of Applicant		
FOR OFFICE USE		
The Particular stated above have been checked, verified and found correct. Degree/Provisional Certificate/Migration Certificate/Consolidated Mark sheet/Duplicate Mark sheet may be issued.		

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 exmaination 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".