MADHYANCHAL PROFESSIONAL UNIVERSITY

RATIBAD, BHOPAL (M.P.)

Application for Issue of Transcripts Certificate

To be filled by the office
Certificate No ………………………………
Dispatch No ………………………………
Date ………………………………………
Dealing Asstt.

Clear Good Quality Recent Passport Size Photograph (Duly Attested by Dean)

To,

The Registrar
Madhyanchal Professional University,
Ratibad, Bhopal (M.P.)

Sir

I have been student Madhyanchal Professional University, Bhopal, studying as Regular/Ex student in School of_____Course_____Branch_____and passed the exam in the month and year_____in_____Division. I request you to kindly issue Transcript Certificate. The necessary fee of Rs_____ (in fig.)_____(in words) has been deposited through bank draft/ Challan/ UPI No._____of bank_____ Branch_____IFSC_____Dated_____(Or) Fee Receipt No_____Date_____

1. Enrollment No:_____
2. Full Name is English(In Capital Letters)_____
3. Full Name in Hindi_____
4. Father's Name _____
5. Mobile No._____e-mail Id:_____
6. SGPA obtained in last Semester/Year_____CGPA in last Semester/Year_____
7. Permanent Address_____
   _____
8. Postal Address_____
   _____

Date: _____

Place: _____

Signature of Student

CERTIFICATE TO BE RECORDED BY THE DEAN/HEAD OF THE SCHOOL

Certified that the eligibility for award of degree certificate has been checked with the original of the concerned certificates, marks sheets, office record of the concerned found correct. The candidate may be issued the desired certificate.

Signature and Seal of the Dean/Head of the School

Important instructions:

1. For Migration Transcript Certificate please enclose Xerox copies of all the semester Mark sheet attested by the concerned Dean/Head of the School. Postal Address must be filled twice in given box.
2. To obtain Transcript Certificate in person Applicant must have original mark sheets with him/her.
3. Applicant can authorize someone to obtain Transcript Certificate by giving him authorization letter & original Mark sheets. Authorized person must have his identification proof also.
4. Demand Draft is payable in favor of Madhyanchal Professional University, Bhopal.
5. Fees: Transcript Certificate : Rs2000/-   Postal Charges: Rs. 50/- extra(In India) or Rs.250/- (Abroad)
6. For further information visit; www.mpu.ac.in

Postal Address	**Postal Address**
Name_____	Name_____
Address_____	Address_____
_____	_____
_____	_____
PIN code _____	PIN code _____