



UNIVERSITY OF MADRAS
Application for obtaining Duplicate Degree Certificate

SI.No. **DETAILS OF PAYMENT**

(to be filled by the candidate) :
Name and Place of the Bank :
(D.D. Should be enclosed) :

Demand Draft No. :
Date of Payment :
Amount Rs. :

| For Office Use | Photo Passport |
|----------------|----------------|
| | |

Candidates should fillup all the following column for issuing Duplicate Degree Certificate. Read the Instructions Carefully printed in **Reverse** and act accordingly.

1. Name as registered in the University records (IN BLOCK LETTERS)
In English :
In Tamil :
2. Expansion of Initials (Father Name)
In English :
In Tamil :
3. Date of Birth :
4. Name of the Examination Qualified :
5. Last appearance Register No. :
6. Last appearance Month and year :
7. Last appearance Examination Centre :
8. College in which Studied/Centre code :
9. Branch / Optional Subjects selected :
10. Date, Month and Year of the Convocation at which he / she was admitted :
11. Address to which the Duplicate Degree is to be sent, with PIN :
12. Reason for applying Duplicate Degree :

SIGNATURE OF THE CANDIDATE

ISSUE OF DUPLICATE DEGREE CERTIFICATE

The following should be accompanied with the application towards issue of the Duplicate Degree Certificate:

1. Applications with a valid photo identity proof like Aadhar Card, Voter ID, Driving License, etc.
2. Self addressed stamped envelope at the size of 11" x 15"
3. A copy of Provisional and / or Degree Certificate must be enclosed.
4. Demand Draft for a sum of Rs.* drawn in favour of **THE REGISTRAR, UNIVERSITY OF MADRAS.**
5. Kindly send a separate D.D. for issuing Duplicate Mark Statements & Name Correction and to be applied separately.
6. The Fees to be paid is mentioned below from the

| YEAR OF PASSING | AMOUNT (including cost of application) Rs * | YEAR OF PASSING | AMOUNT (including cost of application) Rs * |
|-----------------|---|-----------------|---|
| Upto 5 years | 2,025/- | 26 to 30 years | 10,025/- |
| 6 to 10 years | 3,025/- | 31 to 35 years | 12,525/- |
| 11 to 15 years | 4,025/- | 36 to 45 years | 15,025/- |
| 16 to 20 years | 5,025/- | 46 to 50 years | 20,025/- |
| 21 to 25 years | 7,525/- | Above 50 years | 30,025/- |

7. The amount once paid will not be refunded on any Circumstances.

REGISTRAR