



ST PAULS INSTITUTE OF COMMUNICATION EDUCATION FOR WOMEN
(Affiliated to the University of Mumbai)
24th Road, Bandra (W), Mumbai 400 050 Tel: 022- 26425709
E-mail: spiceugcc@stpaulsice.com / Web: mum.stpaulscollege.edu.in

**APPLICATION FOR CERTIFICATE/MARKSHEET/
TRANSCRIPT**

STUDENT DETAILS

Name (in BLOCK letters)

[Surname].....[First].....[Middle/Father's].....

Date of Birth(DD/MM/YYYY) Course attending/attended.....

Date of enrolment.....(DD/MM/YYYY) Univ. PRN.....

Month & Year of last Exam Appeared forClassDiv.....

Roll No

(Please tick (√) whichever is applicable)

Sr No	Tick here	Document	Rate (Rs.)	Duration for service (Working days)
1		Bonafide Certificate	20/-	5 Days on application and payment of fee
2		Character Certificate	20/-	5 Days on application and payment of fee
3		No Objection Certificate	20/-	5 Days on application and payment of fee
4		Degree College Leaving Certificate (Original and one copy) the purpose of applying for Migration Certificate at University of Mumbai * Kindly attach Proof of Admission	20/- + 5/- =25/-	5 Days on application and payment of fee
5		Transference Certificate (Application from the College wher admission is taken and copy of all mark sheet/s of exams. appeared in this College)	100/-	Online : 3 days on application and payment of fee Offline :5 days on application and payment of fee
6		Duplicate mark sheet/s (FIR & Affidavit required) Give details: Class.....Semester..... Roll/Seat No..... Month..... Year.....	500/-	15 days on application and payment of fee
7		Official Transcripts (All mark sheet copies required) * Kindly attach Proof Whether for studies - Yes/No Name of Company Designation	Degree – 1000/- (for 5 original copies)	15 days on application and payment of fee
8		Recommendation letter (attach all mark sheets and also any certificates received for outstanding performances)	100/- per lett	5 Days on application and payment of fee
9		Backlog Certificate (All mark sheet copies required)	200/-	5 Days on application and payment of fee
10		Conversion Certificate (All mark sheet copies required)	200/-	5 Days on application and payment of fee
11		Provisional Certificate	200/-	5 Days on application and payment of fee
12		Provisional Mark sheet	100/-	5 Days on application and payment of fee
13		Duplicate ID card (FIR & Affidavit required)	350/-	5 Days on application and payment of fee
14		Verification Certificate	100/-	5 Days on application and payment of fee
13		Duplicate ID card (FIR & Affidavit required)	350/-	15 days on application and payment of fee
14		Verification Certificate	100/-	5 Days on application and payment of fee



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Purpose for which documents will be used

Any other remarks/ Instructions.....

Date:

Name of applicant.....

Mobile No.....

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