



DIRECTORATE OF EVALUATION
GANDHI INSTITUTE OF TECHNOLOGY AND MANAGEMENT(GITAM)

(Declared as deemed-to-be-University)
VISAKHAPATNAM-530 045, (A.P)

APPLICATION FORM FOR CERTIFICATES

Name of the Certificate	Enclosures of Photocopies	Original/ Duplicate*	In-Person/ By Post
Grade Card	Digital Grade Card		
Provisional Certificate (PC)	SSC or Equivalent		
Consolidated Memorandum of Grades	PC		
Migration Certificate	TC & PC.		
Conversion Certificate	PC		
Rank Card	PC		
Medium of Instruction	PC		
Backlog Summary	all the Grade cards and PC		

**For Duplicate Certificate: Enclose a photocopy of the Original Certificate and Annexure-II*

1.	Name of the Candidate <i>(as per SSC, in capital letters)</i>				
2.	Registration Number				
3.	Particulars of the qualifying Examination	Program	Branch	Period of study	Month & year of passing
4.	Campus				
5.	Address for correspondence (In Capital Letters)	H. No/Flat No: Colony/Area: Village/Town: District: Pin Code:	Street: State:		
6.	Contact Details	Mobile: Land Line: Email ID:			
7.	Fee Particulars (Enclose Original Challan/DD)	Rs. Transaction ID/DD No: Date of Payment: Name of the Bank:	Branch:		

Place:

Date:

Signature of the Candidate

NO DUES CERTIFICATE
(Only for candidates applying for PC)

Certified that the candidate has "NO DUES" to the Institution

Signature of Head of the Department

Signature of Principal/Director/Dean



GANDHI INSTITUTE OF TECHNOLOGY AND MANAGEMENT (GITAM)
(Deemed to be University)
Visakhapatnam | Hyderabad | Bengaluru

Date: _____

Student Undertaking for Issue of "Duplicate" Certificate(s)
(Grade Card, PC, CMG, Migration, Original Degree etc.)

To
The Director-Evaluation
GITAM (Deemed to be University)
Visakhapatnam-530045

Sir,

I have studied/pursuing _____ Degree at _____ Campus of GITAM (Deemed to be University) with Regd. No. _____ during the years _____.

The following Original Certificates issued to me by the GITAM (Deemed to be University) have been lost:

(i) _____ (ii) _____

(iii) _____ (iv) _____

In spite of my best efforts, I am unable to trace the certificates. In case, they are traced in future, I shall submit the same to the GITAM (Deemed to be University) for cancellation.

I am in need of Duplicate Certificate(s), for which I hereby declare that the above information is correct and true to the best of my knowledge and belief. I am responsible for any disciplinary action taken by the University, if the above information is found false at a later date.

Address:

Signature: _____

Name: _____

Mobile No. _____