

UNIVERSITY OF MADRAS
INSTITUTE OF DISTANCE EDUCATION

REQUEST FOR ISSUE OF DUPLICATE TRANSFER CERTIFICATE

DECLARATION BY STUDENT

I hereby declare that, I have not earlier received / I have lost / misplaced the TRANSFER CERTIFICATE of my Course with ENROLMENT NO.....
I have completed the first / second / third year of study in the Institute of Distance Education. I request that duplicate Transfer Certificate be issued to me.

I also declare that in case I get back the T.C. which is purported to have been lost / misplaced, I will not use the same and will return the same to the Institute. I understand that I am liable to legal consequences if I violate these declarations.

Enrolment No.....

Signature of the Student

Address

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DECLARATION

The candidate is known to me for the past..... years in the capacity.....

His / Her request for obtaining DUPLICATE TRANSFER CERTIFICATE can be considered, and his / her request appears to be genuine.

Date with office seal

Signature of the Officer

[Gazetted Officer / Professor of College /
Head Master / Head Mistress / Lawyer]