



UNIVERSITY OF MADRAS
INSTITUTE OF DISTANCE EDUCATION
FORM OF APPLICATION FOR MIGRATION CERTIFICATE

FOR OFFICE USE ONLY - F.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 ONLY - F.No

Degree _____ Name of the Candidate _____

Reg. No. _____

Enrolment No. _____

Monthly & Year of Passing _____

Prepared by _____

Read by _____


Examined by _____

Mig. Certificate issued Folio No. _____

ASSISTANT REGISTRAR

TO BE FILLED IN BY THE CANDIDATE

Name of the candidate as registered in this Institute	
(a) The Course viz. B.A., B.Sc., B.Com., B.Lit., M.A., M.Com., etc., to which the candidate was first admitted in this Institute.	
(b) The Month & Year of such admission	
The year of passing S.S.L.C. or H.S.C. Examination and the Board of Examinations which awarded him the Certificate.	
Matriculation Examination Register Number or S.S.L.C Serial Number, the Register Number and School from which the Candidate appeared for the Matriculation or S.S.L.C and H.S.C. Examination.	

<p>(a) The last Examination of this Institute for which the candidate appeared (viz., B.A., M.A., etc) ...</p> <p>Last appearance Register Number ...</p> <p>Last appearance Examination Centre ...</p> <p>Last appearance Month and Year ...</p> <p>(b) Enrolment Number, Month and Year of admission to the course in this Institute</p>	 <p>UNIVERSITY OF MADRAS INSTITUTE OF DISTANCE EDUCATION FORM FOR APPLICATION FOR MIGRATION CERTIFICATE</p> <p>DETAILS OF PAYMENT</p> <p>(To be filled by the Candidate) Name and Place of the Bank</p>
<p>Candidate who has completed / discontinued his / her studies after joining this Institute, should furnish the particulars regarding the date of discontinuance and must also.</p> <p>enclose the Xerox copy of the T.C. and Provisional / Degree Certificate issued by this Institute.</p>	<p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p>
<p>Whether he / she has paid all the Tution Fees. Due IDE</p> <p>To University in which the candidate proposes to it.</p> <p>Address to which the Migration Certificate should be sent (Self addressed and Stamped Registered Cover must be enclosed) It should be written in block letters.</p>	<p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p>

INSTRUCTION

1. The application should be forwarded along with the a Demand Draft for Rs. 125/- the prescribed fee for.
2. A self – addressed envelope sufficient / stamped should be enclosed for sending the Certificate by Register Post.
3. The fee should be remitted by means of on Account Payee Demand Draft drawn in favour of "THE DIRECTOR, INSTITUE OF DISTANCE EDUCATION, UNIVERSITY OF MADRAS, CHENNAI – 600 005".
4. If the Candidate has already obtained a Migration Certificate from the Institute and submitted to the any other University for joining a course of study therein, the candidate should obtain a Migration Certificate from that University. If the Migration Certificate already issued has not been utilised, the same surrendered to this Institute.
5. MIGRATION CERTIFICATE WILL BE ISSUED ONLY AFTER PAYMENT OF THE TUITION FEES TO ALL.
6. MIGRATION CERTIFICATE IS ISSUED ONLY ONCE NO DUPLICATE WILL BE ISSUED.
7. The filled – in application form along with the Demand Draft should be sent to the Director, Institute of Distance Education, University of Madras, Chennai – 600 005 by Registered Post with Acknowledgement Due. The cover should be superscribed. "APPLICATION FOR ISSUE OF MIGRATION CERTIFICATE".
8. This application must be signed only by the candidate.

The columns must be filled in compulsorily together with the signature of the candidate. Incomplete application will be summarily Rejected.

Station.....

Date.....

Signature of the Candidate