



CENTRAL UNIVERSITY OF KASHMIR

Administrative Campus, Green Campus Ganderbal – 191131 (J&K)

Website: www.cukashmir.ac.in

Application form for Character Certificate

1. Programme _____ Programme Code _____ Enrolment No. _____

2. Name _____

3. Parentage _____

4. Address for Correspondence/Dispatch of Certificate

Paste Recent Passport
Size Coloured
Photograph

City/Town _____ UT/Province _____ Postal Code _____

Phone No _____ Mobile No _____ email id _____

5.

S.No	Examination Passed	Year	Marks Obtained	Result	Grade

6. Fee Details

University Receipt No _____ Dated _____ (Attach original receipt).

7. NOC: Endorsed/ Not Endorsed.

DECLARATION BY THE CANDIDATE

8. I solemnly declare that:

- The particulars filled in by me are correct and nothing has been concealed.
- I did not appear in any examination other than the one mentioned at column 5 above.
- I shall be personally responsible for the consequences, if the above information is found incorrect/misleading.
- I am also appending a copy of the format of the duly filled in NOC obtained from all the quarters.
- I have read the instructions very carefully and I shall be personally responsible for any consequences.

Signature of the Candidate

9. The particulars recorded by the applicant including the fee details have been verified by reference to records available here.

Recommendation and forwarding by the Head of the Department.

Seal and Signature of HOD/ Controlling Officer

FOR OFFICE USE ONLY

10. Verification and Authorization/ Issuance

The above particulars of Mr./Ms. _____ S/o/D/o _____
a student of the University of Department of _____ for the session _____ has been
verified by reference to the records of the Student and found in order. As such Character certificate may
be authorised for issuance in favour of the student.

Verification

11. Certificate No _____ Dated _____
has been prepared and entered in the record register
of Students.

May be Authorized.

Authorized

L.D.C/U.D.C

Assistant /Section Officer

Officer Incharge

REGISTRAR

12. Issued by Section Officer _____

13. Received the Character Certificate personally from the Academic Section

Signature of the Candidate

INSTRUCTIONS

All the required particulars should be carefully filled in by the candidates himself/herself. The office will not be responsible for any delay in case the form is incomplete.

Character Certificate fee of ₹100/- (Duplicate Character Certificate: ₹50/-) should be paid by way of cash in the University chest. The fee once paid is not refundable in any case.

For receiving the character Certificate personally, the candidate will have to submit a photo-copy of personal identification i.e. Student Identity Card, Driving License, passport etc.

Attested Photostat copy of the consolidated/semester-wise marks sheet of examination passed by the candidate must be submitted along with this form.

Character Certificate shall be issued to the students who have successfully completed/passed all the semester examinations of this University.

Any concealment of the fact is an offence and the candidate shall be held responsible for the consequences thereof.

Incomplete form shall not be entertained.

Duplicate Character Certificate can be issued on payment of ₹50/- only in case the same has been lost destroyed or mutilated after submission of an Affidavit drawn upon a non-judicial stamp paper of the value of ₹10/- to be sworn before a Magistrate on the following format along with a valid FIR.

I _____ Son/Daughter _____ resident
of _____ do solemnly declare on oath that my Character Certificate
No _____ Dated _____ issued to me by the Central University of Kashmir to enable me to join
_____ University, has been lost and that I did not join any other University on the
basis of the same nor have I submitted the same for joining any other University.

Signature (Ist Class Magistrate/Notary Public) _____ Signature of the Deponent
_____ (Seal of the Court) (Address)