

APPLICATION FOR CERTIFICATE OF THE DEPARTMENTAL TESTS

1. (a) Name (In Capital letters) :
- (b) Official Designation (if in Govt. Service) :
- (c) Mobile Number :
2. Address to which certificate is to be sent :

3. Male or Female :

4. Name of test for which certificates required :
 - (i)
 - (ii)
 - (iii)
 - (iv)

5. Details of tests passed:

Name of Papers or Part	Month & Year of passing the Examination	Register No
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6. Whether you have produced along with the application, all the relevant Admission Tickets/Attendance Certificates :
 7. Total value of Chalan receipt enclosed (No. and date) :
 8. Signature of the candidate :
 9. Date of application :

Note:

1. If the relevant Admission Tickets (Original Attendance Certificate) are not produced, the application will not be entertained.
2. The Fee is Rs. 200/- per certificate.
3. Certificate will not be issued for individual papers of a test.
4. If your admission tickets are missing, you have to produce an affidavit in the prescribed form, countersigned by your HOD along with a fee of Rs. 300/- for each admission ticket.
5. If you have passed the departmental tests or any papers before December 2000, and your admission tickets are missing, you have to produce a declaration by the Judicial Magistrate, stating that original admission tickets have been irrecoverably lost, along with the affidavit mentioned in note 4 with applicable affidavit fees. (Name of the Judicial Magistrate should invariably be included in the declaration)

Head of Account: '0051-PSC 800-State PSC 99-Other receipts