



Rural Institute of Technical and Management Education

www.ruralinstitute.in

To,

The Controller Of Examination, Rural Institute of Technical and Management Education, Hyderabad(Telangana).

Sub : Duplicate of CONSOLIDATED CERTIFICATE

1. Applicant's Address

Name	:	_____
Father's Name	:	_____
Mother's Name	:	_____
Address	:	_____

Pincode	:	_____

2. Study Center's Address

Center Code	:	_____
Name	:	_____
Address	:	_____

City	:	_____
State	:	_____
Pincode	:	_____

3. Tel No.

(With STD Code: _____)

4. Email :

5. Name of the Examination :

Diploma

B.Tech

M.Tech

6. Stream :

7. Year of Passing :

8. Roll Number :

9. Enrollment No. :

10. Request for the issue :-

Duplicate Consolidated Certificate

11. Academic Details (Enclose Xerox and attested copies of the Marks card of all semesters) :

Course	Stream	Semester	Month & year of Passing	Semester Total	Semester Grade

12. Reason (Indicate briefly the reason or obtaining above certificate) :

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13. Details of fees paid :

DD/Challan No.	DD Date	DD Amount(Rs.)	Bank Name	(DD should be payable at Udaipur)

14. Declaration By the Applicant :

- I certify that I have read and understood all the provisions indicated in the prospectus and the Circulars published in the website www.ruralinstitute.in from time to time.
- I certify that after being fully satisfied with this course I had decided to get enrolled out of my own free will and desire.
- I further certify that same had been without any inducement and misrepresentation either from the said University or any other person concerned.
- I shall abide by this undertaking and shall not hold anybody responsible for the same in any manner after the completion of the course.
- I hereby certify that all the particulars stated in this application are true to the best of my knowledge & belief. In the event of suppression or distortion of any fact made in my application only I will be held responsible.
- I understand that FEES once paid will NOT be refunded.

Paste one recent passport size Photograph preferably Black & White duly signed by the Co-ordinator at the Study Centre

Specimen Signature of the Candidate

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For Office Use

Eligibility verified and found correct

YES / NO

Fees Received

Certificates verified

Despatched on
References

Signature of Controller of Examination

Date : _____

INSTRUCTIONS**Following documents must be forwarded along with the application :**

- Certified true copy of 10th or equivalent in case of Diploma students and 10+2 or equivalent in case of B.Tech students and Degree pass certificate of M.Tech students. (Duly Notarized)
 - Copy of Final pass certificate obtained from the University. (Duly Notarized)
 - Xerox copy of the Marks Sheet of all semesters. (Duly Notarized)
 - Original School Leaving Certificate** in case of Diploma Student & **Original Migration** from Old University in case of Degree Student.
- Note : Along with all relevant documents & DD the application form should be submitted to the study center only.**

FEES

S. No.	Description	New Fees
1.	Provisional Certificate	Rs. 300/-
2.	Correction of Provisional Certificate	Rs. 300/-
3.	Duplicate Provisional	Rs. 300/-
4.	Migration Certificate	Rs. 300/-
5.	Correction of Migration Certificate	Rs. 300/-
6.	Duplicate Migration Certificate	Rs. 500/-
7.	Consolidated Marksheet	Rs. 500/-
8.	Correction of Consolidated Marksheet	Rs. 500/-
9.	Duplicate of Consolidated Marksheet	Rs. 500/-
10.	Certificate/Diploma/Degree (Original)	Rs. 500/-
11.	Duplicate Certificate/Diploma/Degree	Rs. 700/-

FORMAT OF THE AFFIDAVIT (Incase of Lost of Certificate)
(on Rs. 15/- Judicial Stamp Paper)

RITME
Virtual Skill Enhanced Program

_____ (Name of the Student) _____ deponent

I, _____, son/ daughter/wife of _____

aged _____ residing at _____

solemnly affirm and state as follows :

- I say that I have lost the originals of the following certificates issued by the Rural Institute of Technical and Management Education. I hereby attach the copy of FIR lodged with the police/ (other forms of complaints lodged if any)

Reg No.(Enrollment No.)**Particulars of the certificates lost****FIR No.****Particulars of the FIR Report**

- I say that in spite of diligent search I am unable to trace the originals of the aforesaid certificates and hence they are taken as lost. If traced, I will produce them before the Institute.
- I say that I have not misused the same and I shall not misuse the same if recovered.
- I say that for the purpose of _____ I need the certified duplicates of the said certificates.
- It is therefore necessary that on the strength of this affidavit certified duplicates are issued to me by the Institute.
- All this is true.

Signature of the DEPONENT

Solemnly affirmed and signed before me on this day of _____

Dt _____

NOTARY PUBLIC