



# 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 : Issue of DUPLICATE MARKSHEET

### 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. / Mb. 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 Marksheet

### 11. Details of Particulars of Marksheet:

Sr.No.	Course	Stream	Semester	Session	Result

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

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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 :

<p>a. I certify that I have read and understood all the provisions indicated in the prospectus and the Circulars published in the website <a href="http://www.ruralinstitute.in">www.ruralinstitute.in</a> from time to time.</p> <p>b. I certify that after being fully satisfied with this course I had decided to get enrolled out of my own free will and desire.</p> <p>c. I further certify that same had been without any inducement and misrepresentation either from the said University or any other person concerned.</p> <p>d. I shall abide by this undertaking and shall not hold anybody responsible for the same in any manner after the completion of the course.</p> <p>e. I hereby certify that all the particulars stated in this application are true to the best of my knowledge &amp; belief. In the event of suppression or distortion of any fact made in my application only I will be held responsible.</p>
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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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<b>For Office Use</b>	
Fees Received	<input type="text"/>
Document verified	<input type="text"/>
Despatched on References	_____

**Signature of Controller of Examination**

Date :

**INSTRUCTIONS**

DD should be in the Name of **Rural Institute of Technical and Management Education, Payable at Hyderabad.**

**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/-
12.	<b>Duplicate Marksheet</b>	Rs. 500/-

**FORMAT OF THE AFFIDAVIT (Incuse of Lost of Marksheet)  
(on Rs. 15/- Judicial Stamp Paper)**

\_\_\_\_\_ (Name of the Student) \_\_\_\_\_ deponent  
 I, \_\_\_\_\_, son/ daughter/wife of \_\_\_\_\_  
 aged \_\_\_\_\_ residing at \_\_\_\_\_

solemnly affirm and state as follows :

1. I say that I have lost the originals of the following Marksheet issued by the Rural Institute of Technical and Management, Telangana. 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 Marksheet lost**

**FIR No.**

**Particulars of the FIR Report**

2. 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.
3. I say that I have not misused the same and I shall not misuse the same if recovered.
4. I say that for the purpose of \_\_\_\_\_ I need the certified duplicates of the said Marksheet.
5. It is therefore necessary that on the strength of this affidavit certified duplicates are issued to me by the Institute.
6. All this is true.

**Signature of the DEPONENT**

Solemnly affirmed and signed before me on this day of \_\_\_\_\_

Dt \_\_\_\_\_

**NOTARY PUBLIC**