



UTKAL UNIVERSITY OF CULTURE

Sanskriti Vihar, Madanpur, Bhubaneswar-752054

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No. 06 /UUC Dt. 14.01.2020

NOTIFICATION

As part of automation of the University system, the application process for issue of Migration Certificate has been made web-based i.e. an on-line procedure to be followed by the students who are applying for issue of Migration Certificate. It has been a simpler, easier and non-personal method for obtaining the Migration Certificate. This On-Line Procedure for applying for Migration Certificate shall be applicable to the students who have taken admission in the year 2017 and onwards. The students admitted before the year 2017 shall apply for migration certificate as per the previous manual procedure. The step-wise procedure for on-line application for obtaining Migration Certificate is as follows.

1. This On-Line application for obtaining Migration Certificate is applicable to the students who have taken admission in the P.G. Departments of the University as well as in the affiliated colleges in the year 2017 and on-wards.
2. For On-Line application for obtaining Migration Certificate, the student needs to login at <https://uuc.edusols.com/build/index.php> using their either registration number or examination roll number as their user ID and their date of birth as their password (format 21/04/2001).
3. After login, student has to click on “Apply for Migration” link provided at the left side of the login screen.
4. The student has to fill the fields provided in the screen like 1. Institute wishing to join, 2. Name of the University wishing to join, 3. Name of the course wishing to join. Students are advised to check/update their e-mail ID positively because the message of publication of Migration Certificate shall be sent to the said e-mail ID.
5. Make a payment of Rs.500/- as Migration Fee through SBI Collect link provided in the said form by using their Debit/Credit Cards, Internet Banking, UPI Payment, Cash deposit at any SBI Branch in India by generating the deposit chalan. Procedure for payment of Migration Fee – 1. Fee for Existing Students, 2. Migration Fee.
6. After payment, put the SBI Collect Reference Number and date of payment in the field provided and submit.
7. After successful submission of the application, take printout of the application, enclosed the Original Registration Slip and SBI Collect Payment slip and submit it in their respective college.
8. The concerned college can check the migration application in their login screen. After verification, the principal of the said college will put his seal and signature in the prescribed space.

9. The above mentioned application duly signed by the Principal along with the Original Registration Slip and the payment slip has to be submitted to the Controller of Examinations, Utkal University of Culture, Sanskruti Vihar, Madanpur, Bhubaneswar – 752054 either by hand or through post. However, University will not be responsible for any postal delay or loss.
10. After receipt of the application for issue of Migration Certificate in the University, the Migration Certificate shall be published within two working days.
11. A confirmation mail will be sent to the mail ID provided by the student on publication of the Migration Certificate
12. After receipt of the confirmation mail, the student has to collect his Migration Certificate from the college concerned.
13. The concerned college has to download the Migration Certificate of the student from their login page (Student Management – Migration) and issue to the student concerned after ink seal and signature of the Principal. The Migration Certificate of a student can be downloaded once from the college login. Hence, colleges need to be careful for download and issue of the Migration Certificate.
14. Any further clarification, student or colleges can contact on 8249514948.

By order of Vice Chancellor


14/01/2020
Controller of Examinations

Memo No. 07 /UUC

Dt. 14.01.2020

Copy to Steno to Vice-Chancellor and Registrar for kind information of Hon'ble Vice-Chancellor and Registrar respectively. Copy to Comptroller of Finance for information and necessary action. Copy to DEO(P) for publication in the website and to the Notice Board.


14/01/2020
Controller of Examinations

Memo No. 08 /UUC

Dt. 14.01.2020

Copy to the Chairman, P.G.Concil, Utkal University of Culture, Bhubaneswar for information and necessary action.


14/01/2020
Controller of Examinations

Memo No. 09 /UUC

Dt. 14.01.2020

Copy to Principals of all affiliated colleges under Utkal University of Culture for information and necessary action. They are requested to issue notice to their students in this regard.


14/01/2020
Controller of Examinations


14/1/2020