



UTKAL UNIVERSITY OF CULTURE
APPLICATION FORM FOR ISSUE OF MIGRATION CERTIFICATE
(TO BE FILLED IN BY THE STUDENT)

From

To

The Controller of Examinations,
Utkal University of Culture, Bhubaneswar
(Through the Chairman, P.G. Council, UUC/Principal/_____ College).

Sir,

I beg to request you to kindly issue a Migration Certificate in my favour as intend to join the _____ University for further studies. I passed/appeared at the _____ Examination of the Utkal University of Culture held in the month of _____ of 20_____ with Roll No. _____ having been sent-up from _____ College or I am at present reading in _____ year/class in _____ College. My University Registration No. _____ of 20_____. I am leaving this University to take up _____ course in the said University. I have deposited the prescribed fee of Rs.150.00/Rs.500.00 through online mode vide SBI collect Ref. No. _____ dated _____ is enclosed herewith.

In the circumstances, I request that the Migration Certificate may kindly be issued to me at your earliest convenience.

I beg to remain Sir.

Yours faithfully,

Date:

Place:

Signature (in full) of the Candidate.

N:B – Rs. 150/- (Migration Certificate to be issued within 7 days for date of application)
Rs. 500/- (Migration Certificate to be issued within 2 days for date of application)



UTKAL UNIVERSITY OF CULTURE
INFORMATION REQUIRED FOR ISSUE OF A MIGRATION CERTIFICATE
(To be filled in by the Institution recommending the application)

1. Name of the College :
2. Name of the Student :
3. Examination passed with year and Roll No. or if he/she still a student of the Institution should be stated the Class in which he/she is reading :
4. Whether the Fee of Rs. 150/- or Rs.500/- has been paid to the University through SBI Collect and the receipt should be attached. :
5. Date of Birth as entered in the College Admission Register. :
6. Date of First Admission to College under the University after passing the Matriculation, H.S.C. or any other examination. :
7. Name of the College :
8. Registration No. as a student of this University :
9. Date of Leaving the College :
10. Conduct and Character of the Student during his/her College career. :
11. Opinion of the Principal/Head of the Institution as to the University's granting the applicant a Migration Certificate. :
12. Name of the University and the Course the students Wants to take in the University he/she wants to join :
13. Whether Original Registration Receipt is enclosed

Memo No. _____

Date. _____

Forwarded to the Controller of Examinations, Utkal University of Culture, Bhubaneswar along with the application of Mr./Ms. _____ (in original) with reference to his/her Letter No. _____ dated _____ for necessary action.

Chairman, P.G. Council/Principal
(Seal of the Institution must be used)

RULES AND INSTRUCTION

- 1.Regular students intending to obtain a Migration Certificate from the University should apply for the same through the Head of the Institution last studied under this University.
- 2.Students should surrender their Registration Receipt in original while applying for issue of the Migration.