

APPLICATION FOR OBTAINING TRANSFER CERTIFICATE AND CHARACTER CERTIFICATE

To,
The Vice Chancellor
RBU University Nagpur.

Date: - _____

Respected Sir,

I was a regular student of this University during the years from _____ To _____ and request you to issue Transfer Certificate and Character certificate to me.

My particulars are as under: -

1. Full Name :-(Ms/Mr.) _____
(First Name) (Last Name)

2. Fathers Name:- _____ Mothers Name :- _____

3. Program:- _____ Branch :- _____

4. Caste :- _____ pls. attach proof-photocopy of 12th/UG leaving certificate & Cast certificate)

5. UCO BANK , Katol Road Branch Account No:- _____

6. Enrolment No:- _____ 7. Date Of Birth :- _____

↩ Result of the Exam (Pass/Fail) & last Roll No:- _____ 9. _____@rbu.in

10. Nationality: - _____ 11) Mobile No: - _____

12. No Dues Certificate from: -

➤ H.O.D.: - _____ Librarian: - _____

➤ Account Section: - _____ Scholarship Clerk: _____

➤ Hostel Incharge: - _____ Work Shop: - _____

➤ Prof. I/C Alumni Asso:- _____ CDPC Cell _____

➤ Prof. I/C Website: - _____ MIS Section: - _____

13. Cancellation Certificate (if admission is cancelled before passing the course) from

1. Dean Admission: - _____ 2. Cancelled on Dt: - _____ from GEMS

**I have attached herewith the photocopy of mark list of Last Exam of B.Tech / M-Tech/
MCA/MBA/BBA and request you to kindly issues me above Certificates.**

Thanking You,

Yours faithfully

(Signature of Candidate)

(FOR OFFICE USE ONLY)

**Transfer certificate no. _____ Date _____ along with Character Certificate issued to above
candidate.**

Date:-

Signature of Clerk