

APPLICATION FOR TRANSCRIPT(S)/DEGREE/DUPLICATE DEGREE/ DUPLICATE GRADE/ MARK SHEET(S)/TRANSFER CERTIFICATE/ VERIFICATION/OTHERS

Application for (Please tick below):

Transcript(s)	Degree	Duplicate Degree	Migration Certificate	Transfer Certificate	Verification	Bonafide / (Others)

Purpose of Certificate :

A. Candidate's Details			
1. Name (As per Institute record)			
2. Enrolment No.		3. Contact No.	
4. Name of Course		5. Year of Admission	
6. Discipline		7. Year of Passing	

B. Mode of Payment (Please tick and fill details) / (Attach copy of receipt)			
1. IIPE Deposit	Receipt No:	Date:	Amount:
2. Demand Draft	D.D. No:	Date:	Amount:
3. Online Transfer	Ref./UTR No:	Date:	Amount:
		Account No. (in which amount transferred)	

C. Details of Required Documents		
1. For Transcript	a. Purpose to obtain Transcript(s)	
	b. No. of copies	
2. For Duplicate certificate	Purpose:	
	An affidavit before a Court of Law for loss/theft. A copy of FIR from local Police Station.	

D. Postal Address(s) to send documents (in Capital Letters)/Please tick here <input type="checkbox"/> if to be collected by hand	
a.PIN.....	b.PIN.....
Phone No	Phone No

In case more than two addresses, please attach separate sheet.

E. List of Documents attached:	
1.	4.
2.	5.
3.	6.

VISAKHAPATNAM

Date:

Signature of the Applicant

Note: Duly filled Application Form along with the required documents mentioned in the procedure may be forwarded to Academic Section by post to the mentioned address in procedure or through e-mail to **academicsection@iipe.ac.in** In case of duplicate documents Affidavit is required in Original.

OFFICE USE

Payment Status:
Signature of F/A:

Recommended/Not Recommended

Dean/Associate Dean (AA)