

**PUNJAB TECHNICAL UNIVERSITY, JALANDHAR**

**Subject: Issue of Degree Certificates.**

Please find enclosed the documents of (Student) .....

Roll No. .... Student of LC .....

Under (Course) ..... RC in the Disciplines of **GLOBAL**

**EDUCATIONAL & WELFARE SOCIETY - (UP-UK)** Regarding the issuance of degree.

The documents are verified and checked. Please issue the degree certificate.

Dealing Hand

Supdt (DEP)

## Request for Diploma/Degree by LC

To be filled by Learning Center Student Name _____ Father Name _____ Course _____ University Roll No. _____ LC Name _____ ARLFC _____ Phone & Mobile No. _____ E-Mail id _____	For Office Use Case No. _____ Request received on in office Dated __/__/06. Case sent to Dealing Hand (Name) _____																												
List of Encl... 1. Matriculation Certificate(attested) _____ (Yes/No) 2. Eligibility proof for Diploma/Degree concern (attested) _____ (Yes/No) 3. DMC's (attested): - <table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 10%;"></th> <th style="width: 20%;">Semester</th> <th style="width: 30%;">Previous DMC's No.</th> <th style="width: 30%;">Regular/Re-appear</th> </tr> </thead> <tbody> <tr><td>1.</td><td>_____</td><td>_____</td><td>_____</td></tr> <tr><td>2.</td><td>_____</td><td>_____</td><td>_____</td></tr> <tr><td>3.</td><td>_____</td><td>_____</td><td>_____</td></tr> <tr><td>4.</td><td>_____</td><td>_____</td><td>_____</td></tr> <tr><td>5.</td><td>_____</td><td>_____</td><td>_____</td></tr> <tr><td>6.</td><td>_____</td><td>_____</td><td>_____</td></tr> </tbody> </table> <p style="text-align: center;">(Signature &amp; Seal of LC)</p>		Semester	Previous DMC's No.	Regular/Re-appear	1.	_____	_____	_____	2.	_____	_____	_____	3.	_____	_____	_____	4.	_____	_____	_____	5.	_____	_____	_____	6.	_____	_____	_____	<b>Fee to be paid by student:</b> Fee Receipt No. _____ Fee book No. _____ Dated _____
	Semester	Previous DMC's No.	Regular/Re-appear																										
1.	_____	_____	_____																										
2.	_____	_____	_____																										
3.	_____	_____	_____																										
4.	_____	_____	_____																										
5.	_____	_____	_____																										
6.	_____	_____	_____																										
<b><u>FOR RLFC/ARLFC Use:</u></b> Authority letter from RLFC/ARLFC attached _____ (Yes/No) Name of authorized person _____ I have received the complete documents(Name) _____ for(Dip/Deg) _____ Received By (Name) _____ Sign _____ Date _____ Designation _____																													

Comments: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

**Punjab Technical University, Jalandhar**

Case No \_\_\_\_\_ Dated \_\_/\_\_/06

We have received the application of (RLFC/ARLFC) \_\_\_\_\_ in this office

Please come to collect the DMC's on \_\_/\_\_/06.

Received by \_\_\_\_\_ Dated \_\_\_\_\_