

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 & Seal of LC)</p>		Semester	Previous DMC's No.	Regular/Re-appear	1.	_____	_____	_____	2.	_____	_____	_____	3.	_____	_____	_____	4.	_____	_____	_____	5.	_____	_____	_____	6.	_____	_____	_____	Fee to be paid by student: Fee Receipt No. _____ Fee book No. _____ Dated _____
	Semester	Previous DMC's No.	Regular/Re-appear																										
1.	_____	_____	_____																										
2.	_____	_____	_____																										
3.	_____	_____	_____																										
4.	_____	_____	_____																										
5.	_____	_____	_____																										
6.	_____	_____	_____																										
<u>FOR RLFC/ARLFC Use:</u> 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 _____