**INDIAN INSTITUTE OF ENGINEERING SCIENCE AND TECHNOLOGY, SHIBPUR**

 **Application for Migration Certificate**

1. Full name of the application in block letters

(According to the Registration Certificate) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

1. Date of Birth \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
2. Registration Number with the year Registration No. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Year \_\_\_\_\_\_\_\_
3. Date of payment of Migration fee (Original \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Receipt shouldbe enclosed with this form)

1. Course completed or Withdrawn -----------------------------------------------------
2. Last Examination Passed or appeared

at this Institute Name of Examination \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Examination held on \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

1. Reasons for Migration (not mandatory) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

8. Contact Information (e-mail and mobile number) --------------------------------------------------------------

Date: …………………… ……………………………………………………………

 (Signature of the applicant in full)

Migration fee deposited of Rs. ………………………../- at the Bank name \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

1. **The fee for the issue of aMigration Certificate is Rs. 70/-only which should be deposited at the Bank Counter (UCO BANK, BESUS BRANCH). Migration Certificate will be issued within 3 to 7 working days from the date of payment of the fee.**
2. **Migration Certificate is not issued in favour of a student whose name has not been registered under this Institute.**
3. **Migration Certificate is not issued in favour of a student who has appeared at any examination under this Institute but the result of the same has not been published in such a case Migration Certificate will be issued only after the results have been published.**
4. ***Documents to be produced at the time of verification* :-**
5. ***Passed Certificate/Marksheet (xerox copy) of the examination of this Institute in which the candidate appeared last.***
6. ***Registration Certificate (in original) of this Institute.***
7. ***Bank Challan (Migration Fees deposited)***

**5. Migration certificate is to be collected in person.**

(For Office use only)

**Migration Certificate issued on …………………………………………**

 **Signature of the official**