



INDIRA GANDHI NATIONAL OPEN UNIVERSITY

(to be submitted to the concerned Regional Director)

APPLICATION FORM FOR ISSUE OF MIGRATION CERTIFICATE

(To be filled-in by the Applicant. Please see instructions on reverse before filling the form)

1. Name
2. Father's Name
3. Address
4. Particulars of last examination

Examination Passed (programme)	Year of Passing	Enrolment No.	Marks Obtained	Grades Obtained

5. Name of the Regional Centre and Study Centre to which the candidate attached
.....
6. Name of the University to which the candidate wants to migrate
.....

Demand Draft Details

Amount Rs. D.D. No. Date.....
Bank Name & Place of Issue

1. I hereby declare that the information provided is correct to the best of my knowledge and I have paid all the fee due to the University.
2. I have not taken any migration certificate from the University before this.
3. I further certify that I have not enrolled with any other university/Institution after passing out from IGNOU up to this date.
4. In the event of any of the above information being found incorrect, the Certificate shall be liable for cancellation by the University.

Date : _____ Signature of the Applicant _____

(To be filled in by the Regional Centre)

1. The information furnished by Shri /Smt./Km.
is correct as per Grade Card enclosed.
2. He/She may be issued the Migration Certificate applied for

Date Dealing Assistant Section Officer

(P.T.O.)

INSTRUCTIONS

1. A fee **Rs.500/- (Rupees five hundred only)** should be remitted by way of a Demand Draft drawn in favour of IGNOU and payable at KOLKATA. ***Regional Centre Kolkata will issue Migration Certificate to those learners only who are registered with Kolkata Regional Centre.***
2. At the time of submission of the application for issue of Migration Certificate, the applicant should attach duly self-attested Xerox copy of Grade Card and the Degree Certificate/ Provisional Certificate issued by this University.
3. It should be submitted at the Regional Centre to which the student was last attached with. ***Address of Kolkata Regional Centre : Regional Director, IGNOU Regional Centre, Bikash Bhavan, North Block, 4th Floor, Salt Lake, Kolkata- 700 091.***
4. Duplicate Migration Certificate can be issued on payment of **Rs.500/-**, in case the same has been lost, destroyed or mutilated, on submission of an Affidavit drawn upon a non-judicial stamp paper the value of **Rs.10/-** to be sworn in before a Magistrate on the following format :

AFFIDAVIT

“I,, son/daughter of, resident of

..... hereby solemnly declare that the Migration Certificate No..... dated..... issued to me by the to enable me to join University has been lost and that I did not join any other University on the basis of the same nor have I submitted the same for joining any other University.”

(DEPONENT)