Application Forms & Fees for Documents

SL NO	NAME OF DOCUMENT	INFORMATION / ENCLOSURES TO BE FURNISHED BY THE CANDIDATE	FEE
1	Name correction in the Marks Card	Nature of correction to be effected in the Marks Card must be clearly indicated and Xerox Copy of X & XII Std or II PUC Marks Card (s) as proof for correction should be submitted.	Rs. 500/- + Rs. 100/- per year per Marks Card thereafter.
2.	Loss of marks cards & Issue of Duplicate Marks Card	A FIR to be lodged at the police station for loss of Marks Card, Along with an affidavit on Rs. 20/- stamp paper giving all the particulars such as name of the college, course, combination, semester, Reg. No., year of passing the course and how the original marks card was lost. The affidavit has to be notarized & submitted to Jurisdiction police station to file a complaint for loss of certificates. The FIR copy & affidavit Copy along with the application has to be submitted.	Rs.500/- per Marks Card plus Rs. 100/- per year per marks Card for the 1st five years. & thereafter Rs.200/- per year for every marks card.
3.	Consolidated Marks Card (Semester Wise)	One set of Xerox Copies of marks cards of all semesters.	Rs. 500/- per copy
4.	Transcripts (Subject Wise)	One set of Xerox Copies of marks cards of all semesters.	UG Program–Rs.2000/-per copy PG Program–Rs.1500/-per copy B.Ed. – Rs. 3000/- per copy
5.	Migration Certificate	One set of Xerox copies of all the semesters/ years marks cards.	Rs.300/-
6.	Attestation of Certificates	Xerox copies of certificates along with the originals for verification.	Rs. 30/- per copy.
7.	Any other specific documents if permissible	An application along with Xerox copies of certificates as required	Rs. 400/-per document.
8.	Transfer / Conduct / Provisional Degree Certificate	One set Xerox copies of Marks Cards of all semesters.	Rs. 1000/-
11.	ISSUE OF DOCUMENTS UNDER TATKAL OPTION		ADDITIONAL **RS.500** PER DOCUMENT

Controller of Examinations

MOUNT CARMEL COLLEGE, AUTONOMOUS
BANGALORE

APPLICATION FORM

Migration Certificate:	☐	Attestation:	☐
Duplicate Marks Card:	☐	Name correction:	☐
Consolidated Marks Card: (Semester Wise)	☐	Transcript: (Subject Wise)	☐

1. Name (In Block Letters): _____
   (As per 12th Std Marks Card)

2. Admission No. :_____
   (As per Identity Card)

3. Course/ Semester/ Combination : _____

4. Examination Register No. :_____

5. Fee Details: Amt. Paid Rs.. ……,Challan No. …….

   Date……..Bank Name……

Date: Signature of the Student

Note:
1. The name of the document, its enclosures and fees to be paid is attached herewith.
2. Documents will be issued after 10 working days.

MOUNT CARMEL COLLEGE, AUTONOMOUS
BANGALORE- 560052

APPLICATION FORM FOR CERTIFICATES

Transfer, Conduct, Provisional Degree Certificate: ☐

1. Name (In Block Letters) : _____
   (As per Marks Card)
2. Register No. : _____
   (As per Identity Card)
3. Date of Birth : _____
   (As per 10th Marks Card)
4. Nationality / Religion / Caste : _____
5. Course / Combination : _____
6. Second Language : _____

5. Fee Details: Amt. Paid Rs.. …… Challan No…. ……..

Date……..Bank Name……..

Date: **Signature of Student**

Note:

1. Students are required to attach marks card copies of all semesters.
2. Please attach fee paid challan to this application.
3. Results sheet which is available on the website will not be accepted for the issue of the above Certificates.
4. The name of the document, its enclosures and fees to be paid is attached herewith.
5. Documents will be issued after 10 working days.

MOUNT CARMEL COLLEGE, AUTONOMOUS

58, Palace Road, Bengaluru – 560052

Application Form (Regular Students only)

UG		**PG**	
Revaluation	☐	**Challenge Valuation**	☐
Photocopy	☐	**Photocopy**	☐

Name in BLOCK LETTERS: _____

Course/ Semester/ Combination: _____

Examination Register Number: _____

Month & Year of Examination: _____

Sl.No	Subject	Title of the Paper	ESE Marks	
			Max. Marks	Marks Obtained

Fee details :(Paid Revaluation / Challenge Valuation / Photocopy Fees)

Amt. Paid Rs……. Challan No. …….

Date……Bank Name……..

I_____declare that the information furnished above is true.

Date:_____ Signature of the Candidate

Eligibility: The candidate must have secured at least 25% of the maximum marks in the paper to be eligible to apply for Revaluation/Challenge Valuation. (i.e., 15 and above for a 60 marks paper/ 18 and above for a 70 marks paper/ 25 and above for a 100 marks paper).

Note:

1. Supplementary students cannot apply for Revaluation/ Challenge Valuation or Photocopy.
2. No revaluation for Lab based ESE.