

APPENDIX – 2

FORM OF APPLICATION FOR ISSUE OF DUPLICATE CERTIFICATE/MARKLIST OF HIGHER SECONDARY EXAMINATION

1. Name of the applicant with complete address :
[In block letters] with pin code
2. Name of parent/ guardian :
3. Date of Birth :
4. Name of Duplicate Certificate/Marklist required :

Particulars of Examination

	Register Nos.	Year & Month	Centre of Examination	District
First appearance				
Second appearance				
Third appearance				

5. Circumstance under which a duplicate certificate is applied for
6. [a] If the original certificate/marklist is irrecoverably lost produce declaration of the candidate attested by a Magistrate of the judicial dept. under the seal of his court or by the Officer Commanding in the case of Jawan, detailing the circumstances under which it was lost.
[b] if the original certificate is damaged, give details and enclose its remnants:
[c] Has the applicant applied for a Duplicate/ Triplicate certificate before?
(If. Yes enclose a copy of the Order, if any, passed on that application)
7. **Details regarding remittance of fees**

No. & Date of Chalan	Amount remitted	Name of Try.	Head of Account	Remarks
			"0202-01-102-97[03] other receipts	

Place.

Date.

Signature of the applicant

CERTIFICATE OF THE PRINCIPAL OF THE HIGHER SECONDARY SCHOOL THROUGH WHICH THE CANDIDATE WAS PRESENTED FOR THE EXAMINATION

Certified that to the best of my knowledge and belief, the original certificate/marklist issued to Sri/Smt was irrecoverably lost/ damaged. I have carefully verified the particulars furnished above by the candidate and found the same correct. I recommend that a duplicate certificate/marklist may be issued to the applicant.

Principal :
Name of School :
Edl. Dist. :
Revenue Dist. :

[office seal]

Fee for Passed/ Single Duplicate Certificate /Marklist Rs. 100/- [H/A "0202-01-102-97 [103] other receipts"] Fee for Duplicate Certificate [Subsequent appearances] Rs. 50/- each AFFIDAVIT. From a First Class Judicial Magistrate in the Stamped Paper worth of Rs. 50/-[for irrecoverably lost]
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