

APPLICATION FOR DUPLICATE MARKSHEET
ISSUED BY GOA UNIVERSITY OR UNIVERSITY OF MUMBAI

From : _____

e-mail address : _____
(current students should state college e-mail address)

Phone No. : _____

To : Registrar,
Goa University, Taleigao Plateau
Or
Registrar,
University of Mumbai, Mumbai.

Through : Principal,
Smt.Parvatibai Chowgule College,

Date : _____

Sub : Issue of Duplicate marksheet

Sir,

Kindly issue me duplicate marksheet of T.Y.B.A./B.Sc./ PGDCA/MA (Geography)/ M.Sc.(IT), as the original is /are lost/ misplaced and is/are not traceable. Details are given below :

Name of student (as per marksheet)	Class	Roll No. & Exam Seat No.	Month/Year of passing
	TYBA/BSc.		
	PGDCA		
	MA (Geography)		
	M.Sc.(IT)		

Please find enclosed affidavit, duly notarized.

Yours faithfully,

(Signature of student)

Encl: Affidavit.

Instructions: 1) Students applying for duplicate marksheet have to submit affidavit on Rs.20/- stamp paper, duly notarized by Notary. Following are names of some Notary through whom the affidavit can be notarized :

- a) Adv.A.V.Prabhudesai, Near ABC Club, Abade Faria Road, Margao-Goa. Phone No.2736334. Fee charged by him - Rs.50/- - Notary fee
Rs.120/- (includes notary fee, stamp paper, typing)
- b) Adv.Mohan Redkar, Behind Collectorate, Margao-Goa
Phone No.2732421. Fee charged - Rs.150/- (including Notary fee, stamp paper and typing)

The text of the affidavit is given on the next page. Stamp paper can be obtained from the following government authorized stamp vendors :

- a) Chandra Stores, Near SVR Corner,
Opp.Margao Municipality, Margao-Goa.
- b) Milagres S.Coutinho, Damodar Bldg.,
Phase II, 105, 1st Floor, Nr.Police Station,
Margao-Goa. Tel.No.2713280

- 2) Please submit this application in a sealed envelope at the college counter.
- 3) On receipt of application, we will put the college forwarding stamp and return the application to you. You will be informed by e-mail when you should come to the college office to collect the application from the college counter. You will have to personally hand over the application to the concerned University. Necessary payment has to be made at the University.