

Vidya Vikas Education Trust's
LORDS UNIVERSAL JUNIOR COLLEGE OF COMMERCE & SCIENCE, MUMBAI 400 104
APPLICATION FORM FOR ISSUE OF DUPLICATE MARK SHEET

Date: _____

To,
The Principal,
Lords Universal Junior College of Commerce & Science,
Mumbai 400 104

Sub.: Duplicate Marksheet/Passing Certificate Year _____

Dear Sir,
I, Miss/Mr. _____, student of your college misplaced my marksheet of _____ Examination of _____ Class of _____. Please issue me a duplicate Mark Sheet/Passing Certificate. Attached along with is the FIR registered with _____ police station and the copy of the lost mark sheet **(if available)**.

Details of the Examination are as given below:

1. Examination was conducted in _____.
2. My Seat No and / or Roll No. for the examination was _____.

The required fees Rs. _____ (Rs.100 for marksheet and Rs.100 for passing certificate)

Yours faithfully,

(Name of the Student with Signature)

FOR OFFICE USE ONLY

Received Rs. _____ Receipt No. _____ date _____
Being the payment against duplicate mark sheet/passing certificate.

Signature of the Clerk

Contact No.- 1)

2)