



राष्ट्रीय खेल विश्वविद्यालय, इम्फाल, मणिपुर
(केन्द्रीय विश्वविद्यालय)
भारत सरकार, युवा कार्यक्रम एवं खेल मंत्रालय
NATIONAL SPORTS UNIVERSITY, IMPHAL, MANIPUR
(A Central University)
Government of India, Ministry of Youth Affairs and Sports

APPLICATION FOR ORIGINAL CERTIFICATE
(TO BE FILLED BY CANDIDATE IN ENGLISH WITH BLUE/BLACK INK IN BLOCK LETTERS.)

1. NAME OF APPLICANT : _____
2. REGISTRATION NO. : _____
3. FATHER'S NAME : _____
4. MOTHER'S NAME : _____
5. DEPARTMENT : _____
6. COURSE : _____
7. MONTH & YEAR OF JOINING THE COURSE: _____
8. MONTH & YEAR OF FINAL EXAMINATION APPEARED: _____
9. CORRESPONDENCE ADDRESS: _____
_____ PINCODE _____
10. PHONE/MOBILE NO.: _____ E-MAIL: _____

DECLARATION.:- I HEREBY CONFIRM THAT I HAVE READ ALL THE INSTRUCTIONS AND ALL THE ENTRIES MADE BY ME IN THE APPLICATION FORM ARE COMPLETE AND TRUE TO THE BEST OF MY KNOWLEDGE, BELIEF AND INFORMATION.

DATED _____

(SIGNATURE OF APPLICANT)

DECLARATION.:- THIS IS TO CONFIRM THAT THE APPLICANT WAS THE BONAFIDE STUDENT OF THIS UNIVERSITY AND ALL THE ENTRIES AS MENTIONED IN THIS FORM ARE CORRECT AND AS PER RECORD.

DATED _____

(SIGNATURE OF DEAN ACADEMICS WITH STAMP)

GENERAL INSTRUCTIONS:-

1. **UG Candidates:** All UG candidates should enclose Photo copies of their HSC Mark Sheet and UG Provisional Certificate for verification.
2. **PG Candidates:** All PG candidates should enclose Photo copies of their HSC Mark Sheet, Previous Degree Certificate and PG Provisional Certificate.
3. **Ph.D.:** Applicants for Ph.D. Degree shall enclose the Photo Copy of the Provisional Certificate and Official Communication (Notification) regarding the award of Ph.D. Degree.

4. **Prescribed fee:** The student is required to submit the requisite fee of Rs. 1500/-.
5. In case of Duplicate Certificate, the applicants may refer to a separate form, available in the website.

6. MODE OF FEE PAYMENT: -

- i) Cash payment to the accounts section, National Sports University
- ii) Online transfer to the bank as per the details mentioned below:
- | | | |
|------------------|---|-------------------------------|
| NAME OF THE BANK | : | HDFC |
| BRANCH | : | CHINGMEIRONG |
| ACCOUNT NO. | : | 50100366687337 |
| ACCOUNT NAME | : | NATIONAL SPORTS UNIVERSITY 01 |
| IFSC | : | HDFC0004744 |
- iii) Bank draft drawn in the favour of **NATIONAL SPORTS UNIVERSITY 01**, payable at **IMPHAL-795001**.

7. PROCEDURE: -

- i) Applicant is required to submit the application form (duly stamped and signed by the Dean Academics) along with prescribed fee (as applicable) at the Examination Section.
- ii) Once application form is submitted at the section, the Original Certificate will be issued within **20 Working Days** to the applicant (exclude Saturday/Sunday/Govt. Holidays).

8. DELIVERY OF CERTIFICATE: -

FOLLOWING DOCUMENTS WILL BE REQUIRED TO TAKE THE CERTIFICATE IN PERSON.

- i) A valid official id of the student issued from government authorities such as **Passport/Aadhaar Card/Election Card/Driving License** in original needs to be shown at the examination branch concerned.
- ii) Copy of the fee receipt of the application.

FOLLOWING DOCUMENTS WILL BE REQUIRED TO TAKE THE CERTIFICATE THROUGH AUTHORISED REPRESENTATIVE.

- i) Authorisation letter with signature attested and signed copy of valid official id of the authorised representative (as mentioned in the letter) issued from government authorities such as **Passport/Aadhaar Card/Election Card/Driving License**.
- ii) Copy of the fee receipt of the application.

9. The Original Certificate will be sent to the applicant by post only when the applicant will enclose a self-address registered envelope affixing requisite postage stamp.
10. No action will be taken unless the above rules are fulfilled and the application will be summarily rejected without further communication. Inaccuracy of information submitted may lead to rejection of the application and in such case fee deposited also shall neither be refunded nor adjusted.
11. Candidates are advised to keep a Photo copy of the filled application form and Payment acknowledgment receipt for Verification, in case any clarification is required in future.
12. For more information applicant may visit the **Examination Section** (on all working days, from 10.00 am to 01.00 pm and from 2.00 pm to 4.00 pm).
