APPLICATION FOR OBTAINING GENUINENESS CERTIFICATE

To
The Registrar,
Student Evaluation Division (SED),
Maidan Garhi, IGNOU, New Delhi – 110 068.

Respected Sir,

Sub: Request for Genuineness of PC/GC/DC – reg.

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With ref. to the subject cited, the following details are furnished for issue of Genuineness of the Provisional/Grade Card/Convocation Degree certificate as the case may be.

1	Name of the Candidate		
2	Enrollment Number		
3	Description of the certificates to be verified (*only tick marked*)	1. Provisional Certificate (PC) ☐ 2. Grade Card (GC) ☐ 3. Degree Certificate (DC) ☐		
4	Name of the Degree *(Programme Code)*		
5	Name of the Study Centre (*College*) & Centre code		
6	Month & Year of Passing		
7	Certificate No.	PC No.	GC No.
		Degree Cert. No.	
8	Gender	Male / Female	
9	Name and Address of the Employer		
10	Address to whom the confidential report to be sent (*with pin code*)		
11	**Fee Remittance Particulars:–**		
	Name of the Bank & Place		
	Draft No & Date		
	Amount in Rs.		

I request you to kindly arrange for issue of Genuineness of the Certificate/s at the earliest please.

Encl; 1. Copy of PC/GC/DC
2. Demand Draft as above.

Date: **Signature of the Employer with Seal**