UNIVERSITY OF KERALA

APPLICATION FOR MIGRATION CERTIFICATE

Details of fees paid

Red	ceipt / D. D. NoUniversity Cash Counter/ B	ank / F	iends	Date	Amount			
1.	Name of the student as entrolled in the University Records (in capital letters)							
2.	Age and date of birth of the candidate	Male / Female						
3.	Name of father or guardian							
4.	Present postal address of the candidate to which the Migration Certificate is to be sent.							
	Phone / Mobile No.							
5.	Mention whether Regular / Private / SDE Candidate							
	i. Name of College last studied							
	 ii. Course of study and year iii. Date of leaving college iv. College/Centre of examination (Please refer instructions under (2) overleaf) 							
6.	The School from which the student appeared for the SSLC/Higher Secondary examination, Month and year of passing & Register No.							
7.	Details of the examination of the last studied course	Part	Reg. No. Year & Month	Name of the Exam. & Subject	Passed, Failed			
	Copies of all mark list to be attached (Also to refer instructions under (4) and (5) overleaf		& Month	a oubject	or absent			
8.	The year in which and the college to which the student was admitted for the first time in this University. (Private candidates should furnish the name of the Examination Centre and Register No. Month and Year for which they have first appeared and state whether they have remitted the fee for registration as matriculate.							
9.	The name of the University / Institution to which the student proposes to join.							
any	Certified that the Particulars furnished above are truy course under the University of Kerala after			_	-			
Sta	ation:							
Da	te :		Signature d	of the Candidate				
1.	The application should be countersigned by the Principal of the College last studied with TC details	I have no objection to a Migration Certificate being issued to the candidate who was a student of the						
	In the case of SDE candidates this column should be signed by the Director, SDE with TC details							
College/Office Seal			Signature of the Principal/Director with designation seal					
II.	In the case of Private Registration candidates this column should be signed by a Gazetted officer No. TC		,	Signature of the Gaz	retted Officer			
Of	details required ffice Seal	Signature of the Gazetted Officer with designation seal (for Private study Candidate only)						

For Office Use only VERIFICATION REPORT

Name of the Candidate.....

Reg. No. &	Name of Examination with Year & Month	Marks / Grade				Domostka
Year		Part I	Part II	Part III	Part IV	Remarks

Section Section Assistant Section Officer Assistant Registrar (Seal to be affixed)

INSTRUCTION TO THE APPLICANTS

- 1. No Migration Certificate will be issued to candidate who are not eligible for admission to University to University course of studies. Only those candidates who have registered as matriculates of this university will be issued the Migration Certificate.
- 2. Regular/SDE candidates who discontinue their course of study should attach copy of Transfer Certificate Candidates who were granted private registration but did not register for the examination should get the Private Registration cancelled as per the relevant rules of cancellation followed and enclose a copy of the cancellation memo.
- 3. The Migration Certificate will be issued only after the publication of results of the examination registered for by the candidate including the results of improvement/reappearance if any. Otherwise, the candidates should get the course & examination registration cancelled as per the relevant rules of cancellation followed and a copy of the cancellation memo should be enclsed along with the application if the migration certificate is required prior to the publication of results of the examination.
- 4. Copies of all marklists including consolidated marklist and marklists issued after Revaluation change/Grace mark etc; and copy of the Degree/Provisional Certificate should also be submitted along with the application.
- 5. If not registered for the examination of the last studied course under the University, the details including copies of all marklists and Degree Certificate of the previous course of study under the University or other Universities as well, should be furnished along with the application.
- 6. A candidate will not be issued a Migration Certificate more than once. However if the original Migration Certificate issued to the candidate has been lost irrecoverably a duplicate will be issued on submission of application completed in all respects (as in the case of Original Migration) Supercribing "Application for the issue of Duplicate Certificate" and on remittance of the prescribed fee. Moreover an affidavit signed by the candidate to the effect that the Original Migration certificate issued to the candidate has been lost irrecoverably and that it has not been utilized for the purpose for which it was issued duly countersigned by two gazetted officers may also be enclosed with the application.
- 7. Fee can be remitted at the University Cash counter/Friends or by way of Demand draft drawn in favour of the Finance Officer, University of Kerala on any branches of SBT/SBI/KSDCB payable at Thiruvananthapuram. Fee once remitted will not be refunded.
- 8. Migration Certificates will be issued only by post. Enclose a self addressed sufficiently stamped envelope for registered post (20gms.)
- 9. Students undergoing autonomous stream of courses in autonomous colleges affiliated to the University should produce verification report duly endorsed (extract of marks, course/examination cancellation memo etc. by the Principal/Competent authority of the autonomous college exclussively for the purpose of obtaining migration certificate from the University.

 - ❖ Fee for Duplicate Migration Certificate......Rs. 400/- (+ Search fee if applicable)
 - Search Fee (applicable for both Original and Duplicate Migration Certificate)

 - (b) Five years after and within ten years from the date of publication of resultRs. 200/-
 - Add Rs. 20/- if the application is down loaded from Website. Add Rs. 10/- as service charge for every payment made though Demand Draft.