

# INDIRA GANDHI NATIONAL OPEN UNIVERSITY

REGIONAL CENTRE – PATNA

2<sup>nd</sup> Floor, BISCOMAUN Tower, West Gandhi Maidan, Patna-800001

## APPLICATION FORM FOR ISSUE OF MIGRATION CERTIFICATE

(To be filled-in by the Applicant. Please see instructions on reverse before filling the form)

- Name .....
- Father's Name .....
- Address .....
- Particulars of last examination .....

Examination Passed (programme)	Year of Passing	Enrollment No.	Marks Obtained	Grades Obtained

- Name of the Regional Centre and Study Centre to which the candidate attached  
.....
- Name of the University to which the candidate wants to migrate  
.....

### Demand Draft Details:

Demand Draft No.	Bank Name	DD Date	DD Amount	Place of Issue

- I hereby declare that the information provided is correct to the best of my knowledge and I have paid all the fee due to the University.
- I have not taken any migration certificate from the University before this.
- I further certify that I have not enrolled with any other university/Institution after passing out from IGNOU up to this date.
- I also undertake that I am not enrolled in any other programme of IGNOU at present.**
- In the event of any of the above information being found incorrect, the Certificate shall be liable for cancellation by the University.

Signature of the Applicant

### (To be filled in by the Regional Centre)

- The information furnished by Shri/Smt./Km. ....  
is correct as per Grade Card enclosed.
- He/She may be issued the Migration Certificate applied for .....

Date ..... Dealing Assistant ..... Section Officer .....

(P.T.O.)

## INSTRUCTIONS

1. A fee of **Rs.500/-** should be remitted by way of a Demand Draft drawn in favour of **IGNOU** and payable at **Patna**.
2. At the time of submission of the application for issue of Migration Certificate, the applicant should attach **duly attested Xerox copy of Consolidated Statement of Marks and the Degree Certificate/ Provisional Certificate issued by this University and Identity Card issued by the University in original**.
3. It should be submitted at the Regional Centre to which the student was last attached with.
4. Duplicate Migration Certificate can be issued on payment of **Rs.500/-**, in case the same has been lost, destroyed or mutilated, on submission of an Affidavit drawn upon a non-judicial stamp paper the value of **Rs.10/-** to be sworn in before a Magistrate on the following format:

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## AFFIDAVIT

"I, ....., son/daughter of Shri .....,  
resident of .....  
hereby solemnly declare that the Migration Certificate No..... dated.....  
issued to me by the ..... to enable me to join .....  
University has been lost and that I did not join any other University on the basis of the same nor have I  
submitted the same for joining any other University."

(DEPONENT)