



FORM OF APPLICATION FOR “DUPLICATE CERTIFICATE”

- 1.(i) Name of applicant (in block letters) ; _____
(ii) Man/Woman : _____
2. Father’s Name : _____
3. Mother’s Name : _____
4. Date of Birth : _____
5. Name of the Examination in respect
Of which the duplicate certificate is
Required : _____
6. Year of passing the Examination : _____
7. Roll No under which he/she passed/
Failed with name of Centre : _____
8. Name of Institution from where
Passed/failed : _____
- 9.(i) Did you received the original
Certificate from the department
Through the Head of Institution or
Direct. : _____
- (ii) Date of receipt of original certificate
Approximate if exact not known : _____
- 10.(i) Reason for applying duplicate copy of
Certificate : _____
- (ii) Approximate date when the certificate
Was lost/damaged : _____
11. Present full address of the applicant
For dispatch of certificate : _____



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12. No. & date of receipt under which
Rs.15/- was deposited. : _____

13. Name of the Institution in which
Applicant is/was reading at present/
Past : _____

Date: (Signature of the applicant)

It is certified that Sh/Smt. _____ Son/Daughter of
Sh. _____ appeared in the class _____
Examination in the year _____ under Roll No. _____
From _____ Chandigarh.

Dated: Signature of Head of the
Institution with Seal

AFFIDAVIT (SPECIMEN)

(On Non-Judicial Stamp Paper of Rs.3/-)

I, _____ Son/Daughter of _____
resident of _____ do hereby solemnly
affirm and declare as under:-

- That I (in case of Adult) my son/daughter (in case of minor) _____
appeared in the Middle Standard/E.T.T./N.T.T/O.T.Examination in the
year _____ from _____ Education
Department from _____
(School).



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2. That my/his Roll No. was _____ vide which I or he/she passed the Middle Standard/E.T.T./N.T.T./O.T.Examination.
3. That the certificate issued to me or him/her by the Education Department has been misplaced and the same is not traceable.
4. That I undertake to return the same, if found at any stage and I further undertake not to misuse the said certificate if found at any stage.
5. That this affidavit is being submitted to obtain a duplicate copy of certificate of Middle Standard/ E.T.T./N.T.T./O.T.Examination.

Note:

1. Certificate issued in respect of the examination held by the department other than those issued by the erstwhile Education Department in respect of the examination held in or before the year 1966 will not be issued by the department.
2. This form of application should be filled in neatly accurately by the applicant after reading the note given below and submitted to the Registrar Examination, Education Department, Chandigarh Administration through the Head of the Institution concerned.
3. E.T.T./N.T.T./O.T. and Middle Standard Examination fee for issue of duplicate certificate is Rs.15/-
4. The application from should be accompanied with an affidavit on Non-Judicial stamp paper of Rs.3/- duly attested by the Magistrate 1st Class, Chandigarh.
5. No amount will be accepted either in postal order and Bank Draft etc.
6. The private candidates are asked to get the Forms attested from any Govt/Aided Institute or the Institution from where they submitted their initial forms at the time of appearing in the above examination.