



# University Of Calcutta

87/1 College Street, Kolkata-700073

Migration Certificate

[www.caluniv.ac.in](http://www.caluniv.ac.in)

22410071 /22410072 /22410073 /22410074 /22410075 Ext- 228 , 253

(For any assistance contact to us at given phone number or mail us)

## INSTRUCTIONS

To fill-up the Migration Certificate Application Form the following instruction may be followed.

Sl no.	Instruction
1	Registration number of this University must be furnished.
2	Write the Roll No of 10+2 final Examination without any separation. Example- Roll – 251821 No -5280 , Write 2518215280 in the box.
3	Mention the year of passing of 10+2 Examination
4	Furnish the Name of the Colleges or Departments or Institution to which you have been admitted.
5	Furnish your Date of Admission to the Colleges or Department in the format (DD-MM-YYYY)
6	Furnish the session (i.e 2013-2014 in case of admission in the year of 2013)
7	Please Furnish the Name (IN BLOCK LETTERS) as printed on your registration certificate issued by the University of Calcutta/(10+2) certificate.
8 & 9	Furnish as printed on your 10 <sup>th</sup> standard Admit card.
10	Furnish your present and Permanent Address for communication.
11	Furnish the appropriate six digit pin code number.
12	Furnish the phone number along with STD code.
13	Furnish the mobile number.
14	Furnish your e-mail address if any.
15&16	Put <input type="checkbox"/> in appropriate box (in SL No. 15 & 16)
17	Furnish Date of Birth as mentioned in your 10 <sup>th</sup> standard Examination certificate in the format(DD-MM-YYYY)
18	Mention your Nationality
19	Put <input type="checkbox"/> in appropriate box.
20	Furnish your Religion.
21	Furnish the name of the course to which you have been admitted mentioned in table A2
22	Furnish the name of the University / Board from where the you passed the qualifying / last examination. As printed on your admit card /Marksheet.
23	Furnish the particulars of Bank details of the enclosed bank draft.
24	Furnish the particulars along with website/ of the University or Institute where the admission have been taken.



## General Instruction

- All entries are to be made in English block letters, for name and address write one letter in each box and leave one box blank between two items in one line.
- The Migration Certificate Application form dully filled in by the candidate & duly countersigned –
  - by the Head of the Institution/Principal/Teacher-in-charge of the UG college concerned;
  - by the Secretary/Asst. Secretary of the P.G. Faculty Councils, in case of P.G. students and M.Phil. Students.
  - by the Secretary/the Asstt. Secretary/the Director of the Institution for research scholars (e.g Ph. D./D.Sc./D.Litt. students only).

### 3. Documents to be submitted:

- Copies of all pass mark sheets, Admit cards & Certificates of the previous qualifying examination(s)
- Attested copy of certificate and marksheets of different parts/ semester of Examination .
- In case of Migration Certificate receive by post the candidate need to send his/her original registration certificate ( of University of Calcutta ) along with his/her application form. The original registration certificate will be returned back to the candidate by post along with the migration certificate.
- In case of receive of migration certificate by hand , the candidates are requested to bring the original registration certificate( of University of Calcutta ) .The migration certificate will be issued only after production of the original registration certificate( of University of Calcutta ).

### 4. Fees Structure

- The application fees is Rupees Two hundred (**Rupees 200/-**) only need to be paid in University challan or in bank draft stated in 6.
  - If the candidate wants to receive the migration form by post at his/her address as communicated, Rupees forty only(**Rupees 40/-**) need to be paid as postal charges.(i.e. **200 /- Migration fees +40/- need to be paid as postal charges = Total Rs. 240**) case of downloaded form the cost of each form @ indian rupees ten (INR Rs. 5 only) has to be deposited along with the Migration Certificate fees.
5. applicable fees to be remitted in favour of “ **The Pro-Vice-Chancellor for Business Affairs & Finance University of Calcutta**”, payable at “**KOLKATA**”., Calcutta
6. The completed application form (**Page-3 only**) to be sent to **‘The Registrar, University of Calcutta, 87/1, College Street, Kolkata- 700073, West Bengal, India** with in 5:30 pm in any working days.

7. The migration certificate will be issued with in seven working days if there is no other complicity.

**Table-A**

Course Name	Course Code	Course Name	Course Code	Course Name	Course Code
B.A Honours	08	B.Sc Honours	09	B.Com Honours	10
B.A General	11	B.Sc General	12	B.Com General	13
B.A Major	14	B.Sc Major	15	B.Com Major	16
B.A.LL.B.	17	LL.M.	27	M.L.I.S.	38
B.B.A.	18	M.A.	28	M.Mus.	39
B.Ed.	19	M.A./M.Sc.	29	M.P.Ed.	40
B.FAD.	20	M.B.A.	30	M.P.S.M.	41
B.L.I.S.	21	M.B.M.	32	M.Phil.	42
B.P.Ed.	22	M.C.A.	33	M.Sc.	43
B.Tech.	23	M.Com.	34	M.Tech.	44
B.V.A.	24	M.Ed.	35	M.V.A.	45
B.F.A.	25	M.H.R.M.	36	Diploma	46
Certificate	26	M.H.R.O.M	37	P.G. Diploma	47
Others			48		



Roll No. [Last Exam. Passed from CU]

University Of Calcutta  
87/1 College Street, Kolkata-700073

Paste  
Passport  
Size  
Photograph

1.Registration No.[Issued by CU]

Migration Certificate  
Application Form

Student Signature with in the Box

2. Roll Number of (10+2) level Examination		3. Year of Passing (10+2) Examination	
4.Name of Admitted College/Department /Institution			
5.Date of Admission to the College/Department		<input type="text"/> - <input type="text"/> - <input type="text"/> D D M M Y Y Y Y	
6. Session of Admission			
7.Name (IN CAPITAL LETTER)			
8.Father's Name			
9.Mother's Name			
10.Present and Permanent Address:			
11.Pin Code		12. Phone No. (Along with STD code):	
13.Mobile		14.Email Address	
15.Gender	Male	Female	16.Category
		General SC ST OBC	
17.Date of Birth		<input type="text"/> - <input type="text"/> D D M M Y Y Y Y	
18.Nationality		19. Whether physically handicapped	
		Yes No	
20.Religion			
21. Course of Studies(Table A 2)			
22. i) Name of the last Examination appeared / passed at this University (as printed on your Admit Card/Marksheet)			
ii) Roll No.		iii) Year of Examination :	
23. Mode of payment		a)By University Challan <input type="radio"/> [Put $\checkmark$ mark] b) By Bank draft <input type="radio"/>	
b. Bank draft details			
ii) Branch		iii) Date	
		iv) Amount (Rs.)	
		V) Draft No	
24. Name of the University/Board from which Migrating & Website No.			
25. Whether passed (10+2) or higher degree from Non-formal system of Education (Approved by the Distance Learning Council of India or U.G.C)			Yes No

I do hereby declare that the statement made above are true and correct and the documents furnished along with the form are genuine to the best of my knowledge and belief. *In case any of the documents is subsequently detected to be fake or false, my Registration with the University shall be liable to be cancelled.*

Date: .....

All the statements made above are verified and found to be true.

.....  
Signature of the Applicant in full

Date: .....

.....  
Signature of the Principal/Teacher In-Charge/HOD