

**ISSUE OF UNIVERSITY MARK SHEET ON COMPLETION OF COURSE
(CERTIFICATE FOR NON ISSUE OF MARK SHEET TILL COMPLETION
OF COURSE TO BE SIGNED BY UNIVERSITY ONLY)**

INSTRUCTIONS FOR STUDENT

1. The student is required to download this certificate available at KSB website under link **PMSS - Renewal Application – List of documents to be uploaded**. Scan and upload computer generated mark sheets of both semesters / academic year issued by the university. After completing, student is required to upload this certificate at the link '**Scan and upload original mark sheets of both semesters / academic year passed' alongwith mark sheets.**

2. Computer generated mark-sheet to be signed by Controller of Examinations/ Registrar (Exam) (whichever is applicable) and upload along with this certificate.

(Signature of Student)

1. It is certified that original mark sheets of each semester / academic year is not issued by this university to following student :-

Name of Student	
Name of Course pursuing	
Name of Semester / academic year passed	
Student presently pursuing the course in which year	1 st year / 2 nd year / 3 rd year / 4 th year / 5 th year
Name of College / Institution wherein the student taken admission in professional course	

2. It is further certified that original mark-sheets of all semesters / full duration of course will be issued to the student on completion of the course. Computer generated mark-sheets are the only option available for student to prove that he/she has passed the particular semester / year.

3. It is also certified that the student has scored 50% aggregate marks, has not failed in any subject and has not re-appeared for any subject. Deviation (if any) are to be brought in own handwriting (Controller of Examinations / Registrar (Exam), whichever is applicable as under :-

Ser No	Subject failed	Name of subject Re-appeared / Valuation done	Semester in which failed	Academic Year	Final Result
1					
2					

4. Any other relevant information (please mention here) -

Date :

(Round Stamp of University)

**Controller of Examinations or
Registrar (Exam)**

(Office Stamp of Signing Authority)