

25

**BHASKARACHARYA COLLEGE OF APPLIED SCIENCES
(UNIVERSITY OF DELHI)
SECTOR-2, PHASE-I, DWARKA,
NEW DELHI-110075.**

FORM FOR TEMPORARY WITHDRAWAL OF ORIGINAL CERTIFICATES

I _____ presently studying in B.Sc. (H) _____
course vide college Roll No. _____, in your esteemed college, I have submitted my
original certificates to you. I would like to inform you that I have applied for
_____ in _____ University / College / Institution. I have
to show my original certificates there on _____ (proof attached). Therefore, I request you
to please return me the following original certificates for _____ days:

1. Class – X Passing Certificate.
2. Class – X Marks-sheet
3. Class – XII Passing Certificate
4. Provisional Certificate.
5. Class – XII Marks-sheet
6. Character Certificate (recent)
7. Transfer Certificate / School Leaving Certificate
8. Reserved Category Certificate
9. OBC (Non-Creamy Layer) Certificate

I assure you that I will submit back the same latest by _____, failing which I will
not have any objection against any action whatsoever taken by the college authorities.

Thanking you,

Yours faithfully,

(Signature of the applicant)

Date: _____

Name: _____

Place: _____

College Roll No. _____

Mobile No. _____

Course Convener / Teacher In Charge

Co-ordinator (Admission Committee)

Principal

P.T.O.

**BHASKARACHARYA COLLEGE OF APPLIED SCIENCES
(UNIVERSITY OF DELHI)
SECTOR-2, PHASE-I, DWARKA,
NEW DELHI-110075.**

No Dues

Sl. No.	Department	Sign. Of Asstt.	Sign. Of Incharge
1.	Concerned Department		
2	Library		
3	ECA		
4	Sports		
5	Laptop		

Receiving by the student

I have received my all original certificates mentioned on pre page.

(Signature of the student with date)

All original certificates have been issued to the above student and updated in the concerned register.

Dealing Asstt.: _____

Section Officer (Admn.): _____