



**MADURAI KAMARAJ UNIVERSITY**  
(University with Potential for Excellence)

**APPLICATION FOR OBTAINING GENUINENESS CERTIFICATE**

1.	Name of the Student								
2.	Description of the certificates to be verified (please specify)	<b>Consolidated Statement of Marks / Degree Certificate</b>							
3.	Name of the Degree (please specify)	<b>UG</b>	<b>PG</b>	<b>M.Phil.,</b>	<b>Others</b>				
	Branch								
4.	Name of the College / D.D.E., Centre code								
5.	Register Number								
6.	Month & Year of Passing								
7.	Sex								
8.	Name and Address of the Employer								
9.	Address to which the certificate is to be sent.								
10.	Fee Remittance Particulars								
	Name of the Bank								
	Place								
	Chalan Date								
	Draft No. & Date								
	Amount paid in Rs.								

**CHECKING FORMAT (for office use only)**

<b>Application received date</b>	<b>Application processed date</b>	<b>Whether the credit particulars of fee verified?</b>	<b>Verification details of academic records TMR/Foil cards etc.,</b>	<b>Remarks, if any</b>

**Checked by**

**Supdt.**

**A.R/D.R/S.D.R**



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### INSTRUCTIONS

It is informed that that the following guidelines should be adhered to while seeking verification of the certificates issued by this University.

1. With effect from 01.04.2018, a sum of Rs.1800/- (fee for request made from private organizations and Government in India) or \$ 60/- (in the case of request from a foreign country), should be remitted to the University ONLY THROUGH SBI "ONLINE PAYMENT" towards verification and issue of Genuineness Certificate (for each course) issued by this University.
2. The agency/organization which sends the request is expected to send the Xerox copy of the final Consolidated Statement of Marks or Provisional Certificate. If the Convocation Degree Certificate is sent to this office, then the name of the College in which the candidate pursued the course with examination Register Number should be furnished.
3. The Agencies / Organizations are requested to submit a separate application for each degree (if there is a need to verify more than one degree of a candidate).
4. The applications should be sent to the Controller of Examinations, [mcregistrar@rediffmail.com](mailto:mcregistrar@rediffmail.com)