



The ICFAI University, Dehradun REQUISITION FOR ISSUE OF DUPLICATE DEGREE

For **Graduated** Students

To
The Registrar
IUD, Dehradun
Sir,

For Office Use	
<u>Requisition No.</u>	
Payment Verified	

Please issue me the following (ticked✓) documents:

ID. NO.: _____ NAME: _____

<input type="checkbox"/> Duplicate Degree	Copies	Charges (Rs)	Total charges
	<input type="text"/>	1000/- per copy	_____
(Postal charges <input type="checkbox"/> Courier/ <input type="checkbox"/> Speed Post)			_____
Total amount payable:			<input style="background-color: #cccccc;" type="text"/>

I have paid the above amount (**Payment by DD Only in favor of: ICFAI University Dehradun Fee collection A/c, payable at Dehradun**)

by **Demand Draft** _____
(Give details like DD No. / Issuing Bank /Date /Amount etc.)
(Please mention your ID. NO. and name on the back of the DD)

<input type="checkbox"/> Please mail the documents(s) to	
<input type="checkbox"/> I shall collect the document(s) personally	
	Ph No: _____

[Please tick appropriate boxes ✓]

Date: _____

Signature

Note: No request for sealing / forwarding etc. will be entertained once the duplicates are issued)

<u>For office use (details of dispatch)</u> Dispatched by: Dispatched on: Dispatch no : Signature of Dispatcher:	Received _____ Signature with date
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