

# Verification of Original Degree Certificate

## Procedure:

- Person who wish to verify Original Degree Certificate Needs to do an application addressed to The Registrar / The Controller of Examination mentioning the purpose.
- Following Documents needs to be attached with the application
  1. Original Degree Certificate (without lamination on the backside of the certificate)
  2. A visible xerox copy of Degree Certificate
  3. Final (Degree) year's Marksheet (in case of semester system, attached xerox copy of last 2 semesters' Marksheets).

Note: **Do not Stamp or mention anything on Xerox copy of Degree Certificate & Marksheet.**

- Original degree certificate will **be verified only in person. (hand to hand)**(Applications sent by posts are not accepted)

## Fees:

- Rs. 100/- (One Hundred Only)
- Fee is accepted either in cash or DD drawn in the name of "**Registrar, Veer Narmad South Gujarat University, Surat.**"
- During the procedure in case university has to do any correspondences, postage charges Rs. 50/- (Fifty Only) will be applicable per transaction

## For Further Information Please Contact:

Examination Section, Convocation Branch, Room No: 207,

Phone: 0261 – 2203058, Fax: 0261-2227148, E-mail: [veernarmad@yahoo.com](mailto:veernarmad@yahoo.com)