



Avinashilingam Institute for Home Science and Higher Education for Women
(Deemed to be University, Estd. u/s 3 of UGC Act 1956, Category A by MHRD)
Re-accredited with A+ Grade by NAAC. Recognised by UGC Under Section 12B
Coimbatore - 641 043, Tamil Nadu, India

OFFICE OF THE CONTROLLER OF EXAMINATIONS

**APPLICATION FOR ISSUE OF DUPLICATE MARK SHEET,
CONSOLIDATED STATEMENT OF MARKS AND
PROVISIONAL CERTIFICATE**

1. Name of the Candidate :
2. Degree & Major / Branch of study :
3. Reg. No. / Roll No. :
4. Year of study :
5. Complete Postal Address with Pincode :

6. Contact Phone No. with STD code,
Mobile No. & e-mail id. :
7. Circumstances under which certificate was lost :
8. Certificates for which Duplicates are required :
(If applying for arrear exam duplicate mark sheet,
fill in the Month and Year of the exam for which
the mark sheet is required)

S.No.	Details of Certificates for which duplicate is required	Semester Number	Folio No. / Sl.No. of Certificate	Month and Year of exam

9. Lost Document Report (LDR) No. :
(Issued by Police Officer after
lodging complaint online)

10. Fee Payment Details:

a. Account Number for which payment made :

b. Transaction Reference Number and Date :
(Enclose the Screenshot of the fee payment Receipt)

c. Amount Paid (Rs.) :

11. Enclosed the Affidavit from Notary Public : Yes / No

Signature of the Candidate with date

For Office use only

Received Duplicate Certificate

Signature:

Date:

Folio No. / Serial No. of Duplicate Certificate Issued:

Date of Issue:

Assistant Controller of Examinations

Controller of Examinations