

KHULNA UNIVERSITY OF ENGINEERING & TECHNOLOGY
Khulna-9203, Bangladesh.

Application Form for Main Certificate (Tk. 1500)

(the application must be submitted to office of the Controller of Examinations after filling up))

To
The Controller of Examinations
KUET, Khulna-9203, Bangladesh.

Sir,

I am requesting you to issue my Main Certificate. In this connection, my particulars are given below for your kind information and necessary action.

1. Name of the Student: _____
(as per S.S.C Certificate)
2. Father's Name: _____
3. Class Roll No.: _____ Name of the Department: _____
4. Cumulative Grade Point Average (CGPA) / Class: _____
5. Name of Degree : _____ Awarding Date : _____
6. Permanent Address :
House No.: _____ Road No. & Name: _____
Village / City: _____ Post Office: _____
Police Station: _____ District: _____
7. Present Postal /Courier/ Mailing Address: _____
Mobile No.: _____ E-mail: _____
8. Delivery time: 11:00 am to 12.30 pm & 3.15 pm to 4.15 pm. Certificate delivery: Room no. 04 / 06
9. Enclosed (pls. tick): Main Provisional Certificate (PPC). Money deposit slip
10. Bank Scroll No.: _____ Deposit Date: _____ Amount: _____

(PP size photograph)

(Pls. paste here)

Yours faithfully,

Signature of the student
Date :

The signature and photo of the applicant is hereby certified and recommended to deliver the certificate.

Dept. Teacher's Signature with Seal

Main Certificate Sl. No.: _____

Received by (full name) & Date

In case you have lost your Main Certificate :

- a. Record a GD in a nearby Police Station.
- b. Publish a Lost Advertisement in any local/national newspaper.
- c. Deposit money in Janata Bank, KUET Branch only. (Money deposit slip is available in Controller Office/www.kuet.ac.bd)
- d. Attach the GD copy, lost advertisement copy and Money deposit slip with an application to Controller of Examinations, KUET.
- e. After necessary formalities you will receive your Duplicate Certificate after a certain period of time.