



THE PUNJAB STATE BOARD OF TECHNICAL EDUCATION & INDUSTRIAL TRAINING
PLOT NO. 1-A, SECTOR 36-A, CHANDIGARH - 160 036

Application Form for issue of Certificates

- Note :** 1. Read the instructions overleaf carefully before filling up the form.
2. Form to be filled by the candidate in Capital Letters only.

Diploma Course **Pharmacy**

No. _____ (For Office Use Only)

Registration No. : _____
Name of the Student : _____
Course : _____
Institute : _____
Mode of delivery : By Hand Through post
Address : _____
Phone No. : (1) _____ (2) _____

Type of Certificate : Duplicate Correction Case

1. For Issue of Duplicate / Corrected Certificate :

- I. Registration Card
II. Detail Marks Card : Tick Class - All A 1 2 3 4 5 6 7 8
III. Transcript Certificate (Not applicable for ITI students)
IV. Diploma Certificate

2. In case of Correction : (Attach Proof/Affidavit for the correction) (Write in Capital Letters only)

Particulars	Incorrect particulars	Correct particulars
Name		
Father's Name		

3. For Issue of No Objection Certificate : (Not applicable for ITI students)

4. Others (Please Specify) : _____

5. Date and Time of Submission : _____

Place:

Signature of the Student

Instructions for Issue of Certificates

1. Read the instructions carefully before filling up the form.
2. All the particulars required in the form should be filled accurately by the candidates. The office will not be responsible for any delay in the case where the form is not complete in all respects.
3. Use Block Capital only.

For Duplicate Certificates

- Attach proof / Affidavit.

For Correction cases

- Attach proof of the correction to be done. (Attested Copy of Matric Certificate incase of correction in Name / Father's Name / Date of Birth.)
- Attach all the original certificates in which correction is to be done.

For No Objection Certificate (NOC)

- No documents to be attached.

Procedure to get the certificates

1. Fill this form accurately and attach the required documents.
2. Submit this form complete in all respects at the counter of the Office.
3. You will receive a fee receipt from the counter. Then deposit the requisite fee at the bank counter and submit the office copy of fee receipt at the same counter at reception.
4. The required certificates will be issued as per the schedule given below :

	Particular	Fee (in Rs.)	Tentative time taken for preparation of Certificates
1.	Duplicate DMC	200.00 per certificate	After five working days
2.	DMC (after correction)	200.00 per certificate	After five working days
3.	Duplicate Registration Card	200.00	After five working days
4.	Duplicate Transcript	200.00 per copy	After five working days
5.	Duplicate Diploma	200.00	After five working days
6.	No Objection Certificate	No fee	Same day

For Office Use Only :

Verification Details

Registration No.

Verified By

Date