



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) : \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

6. 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.
4. Same day certificates will be given only in the case when this form along with fee is submitted before noon in the office of the Board and only on the availability of verified data.

#### **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.

	<b>Particular</b>	<b>Fee (in Rs. )</b>	<b>Tentative time taken for preparation of Certificates</b>
1.	Duplicate DMC	200.00 per certificate	Same Day
2.	DMC (after correction )	200.00 per certificate	Same Day
3.	Duplicate Registration Card	200.00	Same Day
4.	Duplicate Transcript	200.00 per copy	After three 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