



VEER SURENDRA SAI UNIVERSITY OF TECHNOLOGY: BURLA

FORM NO. (ACADEMIC): C1

No.VSSUT/ / /20.....

Dated:/...../20.....

APPLICATION FORM FOR ISSUE OF DEGREE CERTIFICATE (FOR STUDENTS GRADUATED UPTO 2018)

To

The Dean, Academic Affairs / The Controller of Examination (COE)
At / Po – Engineering College Burla,
Dist – Sambalpur
Pin – 768018 (Odisha)

Sir / Madam,

I furnish below particulars about myself and request that my original degree certificate may kindly be issued to me.

1. Name of the student (in block letter): _____
2. Name of the Programme: _____ 3. Branch _____
4. Registration No. _____ 5. Year of pass _____
(Photocopy of Mark sheet / Provisional Certificate must be attached)
6. Mobile Phone No. _____ 7. E-mail ID _____
8. Name of the Organisation (where presently employed / self employed): _____
9. I have paid a fee of ₹ _____ (Rupees _____ only)
vide University Cash Counter Money Receipt No. / Canara Bank, VSSUT Branch
Challan No. / Online Payment Acknowledged Receipt deposited in A/c
No.80622200000168, IFSC Code CNRB0018062 No. _____ Date _____

Date:

Full Signature of the student

FOR OFFICE USE

Date of Issue.....No.....

Dealing Assistant

Section Officer

Issue / Not to be issued

Dean, Academic Affairs / COE

NB: Fee of ₹1500/- (Rupees One Thousand Five Hundred Only) to be deposited by the student. An additional amount of ₹100/- per year to be charged from the student, if the original degree certificate is not collected after three years from his / her year of passing.



VEER SURENDRA SAI UNIVERSITY OF TECHNOLOGY: BURLA

FORM NO. (ACADEMIC): C2

No.VSSUT/ACD/ /20.....

Dated:/...../20.....

APPLICATION FORM FOR ISSUE OF DEGREE CERTIFICATE (FOR STUDENTS GRADUATED FROM 2019 TO 2023)

To

The Controller of Examination
At/ Po – Engineering College Burla,
Dist – Sambalpur
Pin – 768018 (Odisha)

Sir / Madam,

I furnish below particulars about myself and request that my original degree certificate may kindly be issued to me.

1. Name of the student (in block letter): _____
2. Name of the Programme: _____ 3. Branch _____
4. Registration No. _____ 5. Year of passed _____
(Photocopy of Mark sheet / Provisional Certificate must be attached)
6. Mobile Phone No. _____ 7. E-mail ID _____
8. Name of the Organisation (where presently employed / self employed): _____
9. I have paid a fee of ₹ _____ (Rupees _____ only)
vide University Cash Counter Money Receipt No. / Canara Bank, VSSUT Branch
Challan No. / Online Payment Acknowledged Receipt deposited in A/c
No.80622200000168, IFSC Code CNRB0018062 No. _____ Date _____

Date:

Full Signature of the student

FOR OFFICE USE

Date of Issue.....No.....

Dealing Assistant

Section Officer

Issue / Not to be issued

Controller of Examination

NB: Fee of ₹1000/- (Rupees One Thousand Five Hundred Only) to be deposited by the student. An additional amount of ₹100/- per year to be charged from the student, if the original degree certificate is not collected after three years from his / her year of passing.



VEER SURENDRA SAI UNIVERSITY OF TECHNOLOGY: BURLA

FORM NO. (ACADEMIC): C3

No.VSSUT/ACD/ /20.....

Dated:/...../20.....

APPLICATION FORM FOR ISSUE OF DEGREE CERTIFICATE (FOR STUDENTS GRADUATED AFTER 2024)

To

The Controller of Examination
At / Po – Engineering College Burla,
Dist – Sambalpur
Pin – 768018 (Odisha)

Sir / Madam,

I furnish below particulars about myself and request that my original degree certificate may kindly be issued to me.

1. Name of the student (in block letter): _____
2. Name of the Programme: _____ 3. Branch _____
4. Registration No. _____ 5. Year of passed _____
(Photocopy of Mark sheet / Provisional Certificate must be attached)
6. Mobile Phone No. _____ 7. E-mail ID _____
8. Name of the Organisation (where presently employed / self employed): _____
9. I have paid a fee of ₹ _____ (Rupees _____ only)
vide University Cash Counter Money Receipt No. / Canara Bank, VSSUT Branch
Challan No. / Online Payment Acknowledged Receipt deposited in A/c
No.80622200000168, IFSC Code CNRB0018062 No. _____ Date _____

Date:

Full Signature of the student

FOR OFFICE USE

Date of Issue.....No.....

Dealing Assistant

Section Officer

Issue / Not to be issued

Controller of Examination

NB: An additional amount of ₹ 500/- per year to be charged from the applicant, if the original degree certificate is not collected within one year from the date of convocation, subject to a maximum amount of ₹ 5000/-.



VEER SURENDRA SAI UNIVERSITY OF TECHNOLOGY: BURLA

FORM NO. (ACADEMIC): C4

No.VSSUT/ACD/ /20.....

Dated:/...../20.....

APPLICATION FORM FOR ISSUE OF DUPLICATE DEGREE CERTIFICATE

To

The Dean, Academic Affairs
At / Po – Engineering College Burla,
Dist – Sambalpur
Pin – 768018 (Odisha)

Sir / Madam,

I furnish below particulars about myself and request that my duplicate degree certificate may kindly be issued to me.

1. Name of the student (in block letter): _____
2. Name of the Programme: _____ 3. Branch _____
4. Registration No. _____ 5. Year of passed _____
(Photocopy of Mark sheet / Provisional Certificate must be attached)
6. Mobile Phone No. _____ 7. E-mail ID _____
8. Name of the Organisation (where presently employed / self employed): _____
9. I have paid a fee of ₹ **5000/-** (Rupees Five Thousand only) vide University Cash Counter Money Receipt No. / Canara Bank, VSSUT Branch Challan No. / Online Payment Acknowledged Receipt deposited in A/c No.80622200000168, IFSC Code CNRB0018062 No. _____ Date _____
10. The following documents are submitted.
 - (i) A court affidavit from an Executive Magistrate
 - (ii) FIR from the relevant police station
 - (iii) A copy of missing notification published in any one newspaper (Odia or English)
 - (iv) Undertaking

Date:

Full Signature of the student

FOR OFFICE USE

Date of Issue.....No.....

Dealing Assistant

Section Officer

Issue / Not to be issued

Dean, Academic Affairs



VEER SURENDRA SAI UNIVERSITY OF TECHNOLOGY: BURLA

FORM NO. (ACADEMIC): C5

No.VSSUT/ACD/ /20.....

Dated:/...../20.....

APPLICATION FORM FOR CORRECTION OF NAME IN DEGREE CERTIFICATE

To

The Dean, Academic Affairs
At / Po – Engineering College Burla,
Dist – Sambalpur
Pin – 768018 (Odisha)

Sir / Madam,

I furnish below particulars about myself and request that my corrected degree certificate may kindly be issued to me.

1. Name of the student (in block letter) (As per 10th Certificate): _____
2. Name of the Programme: _____ 3. Branch _____
4. Registration No. _____ 5. Year of passed _____
6. Mobile Phone No. _____ 7. E-mail ID _____
8. Misspelled Name: _____
Correct Name: _____
9. I have paid a fee of ₹ **1000/-** (Rupees One Thousand only) vide University Cash Counter Money Receipt No. / Canara Bank, VSSUT Branch Challan No. / Online Payment Acknowledged Receipt deposited in A/c No.80622200000168, IFSC Code CNRB0018062 No. _____ Date _____
10. The following documents are submitted.
 - (i) Photocopy of Degree Certificate
 - (ii) Photocopy of 10th Certificate

Date:

Full Signature of the student

FOR OFFICE USE

Date of Issue.....No.....

Dealing Assistant

Section Officer

Issue / Not to be issued

Dean, Academic Affairs