

**MAKHANLAL UNIVERSITY OF JOURNALISM &  
COMMUNICATION, BHOPAL (M.P.)**

**Application for issue of Migration Certificate**

To

The Registrar,  
Enrolment and Migration Cell,  
MCNUJC, Shahpura, Trilanga, Bhopal -462 039

Sir,

I request you to kindly issue Migration Certificate in my favour. The necessary fee of Rs. 200/-, has been paid in cash (receipt No. .... Date.....) of Rs. 220/-, have been remitted by Demand Draft No. .... Date ..... Name of Bank. ....

1. Full Name (in English Capital Letters) .....  
(As per 10+2 marksheet)
2. Full Name (in Hindi) .....
3. Father's Name (in English) .....
4. Mother's Name (in English) .....
5. a) Last Examination in which appeared ..... b) Year .....
- c) Roll Number ..... d) Result Pass/Fail ..... e) Division .....
6. Enrolment Number .....
7. Name of the UTD/Study Institute .....

Place .....

Date .....

Complete Address with Pincode .....

Yours faithfully,

Phone No. with STD Code

.....  
Signature of Student

**INSTRUCTIONS :**

1. Please enclose a photocopy of Marksheet of examination passed duly attested by the incharge Head of UTD/the Study Institute.
2. Fee shall be accepted only by account payee demand draft in favour of "Makhanlal Chaturvedi National University of Journalism & Communication, Bhopal payable at Bhopal for students in the UTD campus, fee shall be accepted by cash at the counter of University.
3. Fee for Migration Certificate = Rs. 200/-
4. Out-station students should send along with the fee Rs. 20/- extra towards Postal Charges i.e. Rs. 220/-, only by account payee demand draft.
5. The student of BCA should essentially enclosed Photocopy of Marksheet to prove that the passed
  - a) 10+2 level exam with Maths or
  - b) Bridge Course in Maths at BCA level exam in this University.

Forwarded

.....  
Seal and signature of HOD UTD/Study Institute

Application rec. in uni. on .....

Document No. ....

Despatch No. ....

Date .....

Signature of Dealing Asstt.