MAHARAJA RANJIT SINGH PUNJAB TECHNICAL UNIVERSITY
BATHINDA-151001, PUNJAB (INDIA)
(Established by Govt. of Punjab vide Punjab Act No. 5 of 2015 and Under Section 2(f) of UGC)

Ph. No.: +91-87250-72333, **Website:** www.mrsptu.ac.in, **E-mail id:** coemrs@gmail.com

Form No. CoE/07

Application for Backlog Certificate
(Fill in Capital letters)

1.	Name	
2.	Father's Name	
3.	Mother's Name	
4.	University Roll No.	
5.	Name of the College/Institute	
6.	Course/Branch & Batch	
7.	a.) Payment Detail (If through Demand Draft)	Demand Draft No. Dated: (D.D. in favour of "The Registrar, Maharaja Ranjit Singh Punjab Technical University, Bathinda" payable at Bathinda).
	b.) If through Cash	University Receipt No. Dated:
8.	Mobile No.	
	Email Id	
9.	Mode of receiving the Certificate: (i) By hand. (ii) Full address of the candidate alongwith PIN code. If required by post (Postage Charges will be applicable).	

Date: _____   **Signature of Candidate**

Certificate

This is to certify that the student has cleared all the subjects of the course & the college has no objection if Backlog Certificate is issued to Sh. _____Roll No. _____ The semester wise detail is as follows:

Semester	Exam. Session in which Semester Passed	Name of Subject	Total Re-appear Attempts	Total Re-appear Subjects
First	May/Dec.			
Second	May/Dec._____			
Third	May/Dec.			
Fourth	May/Dec.			
Fifth	May/Dec.			
Sixth	May/Dec.			
Seventh	May/Dec.			
Eight	May/Dec.			
Ninth	May/Dec.			
Tenth	May/Dec.			
	Total			

Signature
Principal of the College
(with stamp)

Encl. 1) Attested copies of all result notifications duly attested by the Principal of concerned College/ Institute.
   2) ID Proof of the concerned student.

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INSTRUCTIONS

1. All particulars required should be legibly and accurately filled by the candidate. This office will not be responsible for any delay in a case where the form is incomplete in any respects.

2. Nobody has the authority to apply or to draw the Backlog Certificate of any other applicant.

3. Fee for the Backlog Certificate: - **INR 1180/- per certificate (include GST @ 18%).**

4. The fee will be non-refundable in any case.

5. Backlog certificate will be issued only after declaration of the Regular, Re-appear & re-evaluation results of all the semesters for that student.

6. Backlog certificate will be normally issued within 07 days of getting the prescribed form and fee

7. For any correspondence with the university, Name, Father's Name, University Registration no., and the university Receipt No, with date of fee must be quoted.

8. In case applicant is unable to quote the mistake within 3 months of given letter, he/she has to apply again for the Backlog Certificate with the required fees.

9. University postal charges will be charged extra INR 100/- (in Punjab), INR 200/- (outside Punjab) & INR 1500/- (outside India).

10. If the above certificate required Tatkal i.e. issuance of document within 07 working hours, fee of INR 5000/- will be charged in addition to fee mentioned above.