



BRAINWARE UNIVERSITY

398, Ramkrishnapur Road, Barasat,
North 24 Parganas, Kolkata - 700 125, India



033 – 6901 0530

E-mail: acoe@brainwareuniversity.ac.in

Web site : www.brainwareuniversity.ac.in

APPLICATION FORM FOR MIGRATION CERTIFICATE

(Please $\sqrt{\quad}$ - ☐ Original or ☐ Duplicate)

Registration no with year of Registration:		Details of payment made (Cash)		
Name of the Programme:		Money Receipt No./ Transaction details:		
		Money Receipt/ Transaction Date:		
		Amount Paid INR :		
1.	Name of the Student (As per the last semester/year Grade Card)			
2.	Name of the father/mother of the student			
3.	Address for Communication: (as per Aadhar Card / Voter Id / PAN / Ration Card / Passport No. of the candidate)			
		PIN CODE :		
		Phone: (M)	Email :	
4.	Gender:	5.	Date of Birth :	
6.	Institution to which Migrated:	7.	Programme Applied / Joined	
8	Information regarding Last Examination Passed/Failed of this University:			
	Roll No	Month & Year Of Exam	CGPA	Result
9	Whether any litigation is pending during his/her studentship: if yes, please specify			
Place:				
Date: / /		Signature of the Candidate		



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Clearance Certificate for Migration

Department (signature and seal)	Remarks if any:	Finance (signature and seal)	Remarks if any:
Library (signature and seal)	Remarks if any:	Hostel (signature and seal)	Remarks if any:

Migration certificate will be received (Please Tick) : In person / Authorized person

Received Migration Certificate No. : _____ Dated: _____

Full Signature of the Candidate: _____

Instructions for Migration Certificate

1.	Migration Certificate will be issued in favour of a registered student after successful completion of the programme. Filled in form with enclosure to be submitted in the Examination Department of the University.
2.	Migration Certificate will not be issued in favour of a student whose studentship is pending under Hon'ble Judicial consideration. In such a case Migration Certificate will be issued only after the judgement have been announced by the Hon'ble Court.
3.	In case of foreign students, this form should be forwarded through the High Commissioner / Deputy High Commissioner for the respective foreign Country in India, after fulfilling the above mentioned requirements.
4.	Documents to be submitted along with this form :- i) Original Registration-Certificate of the University. ii) A self-attested Xerox copy of Admit Card of last appeared examination of the University's Examination. iii) A self-attested Xerox copy of the last Grade card issued by the University. iv) A self-attested Xerox copy of Degree Certificate issued by the University. v) A self-attested Xerox copy of Aadhar / Ration / Voter / PAN Card or Passport.
5.	In case of missing the original migration, a copy of the letter acknowledged by the Police Station, stating loss of the particular Migration is to be enclosed. In that case duplicate migration will be issued.
6.	The delivery of the migration certificate (preferably after 3 working days of submission of application form) will ordinarily be made in person to the candidate or to his/her nominee on production of the following at the Examination Section of the University during 10 am to 5 pm of working day (Except Sunday, Monday and Holiday in between):- a) Copy of duly filled-up Migration Form,

	b) Original identification proof of Authorized person and candidate. c) Original money receipt of University duly paid for migration certificate.
7.	Fees for Migration certificate is INR 800/-. Fees may be submitted in cash at the accounts department of University or can be paid through Online Banking. Bank details are as follows Bank Name: Axis Bank Ltd Account Holder's Name: BRAINWARE UNIVERSITY Account No. : 916010037463585 Account Type: Savings IFS Code: UTIB0000021 Branch Name: NABAPALLY Branch Address: SANGAM MARKET, COLONY MORE, NABAPALLY, BARASAT, KOLKATA – 700 126 You are advised to provide the following information of online payment to the e-mail Id: accounts@brainwareuniversity.ac.in 1. Student Name, 2. Student Code, 3. Transaction ID, 4. Bank Name of the University, 5. Amount, 6. Date of Transaction 7. Attach the form in the format.