



THE MAHARAJA SAYAJIRAO UNIVERSITY OF BARODA

Fatehgunj, Vadodara – 390 002, Gujarat, INDIA

Application Form for Obtaining Attempt Certificate

From,

Name of the Applicant:	
PRN:	
Residential Address:	
City (With Pin Code)	
Mobile Number:	
e-Mail ID:	
Date of Application:	

To, The Deputy Registrar (Examinations)

The Maharaja Sayajirao University of Baroda, Vadodara.

Sir,

I the undersigned request you to kindly issue me "Attempt Certificate". My academic particulars are as follows:

Name of the Examination	Examination Seat Number	Month & Year of Examination	Class/Grade Obtained	Number of Attempts

I hereby declare that, I have read the rules related to issuance of the said certificate. I the undersigned hereby solemnly affirm that the details specified hereinabove and the copies of testimonials and certificates submitted thereto in support of information filled in this form by me is/are accurate and as per the actual record(s) to the best of my knowledge.

Yours faithfully,

Signature of the Applicant

Procedure of Application:

- Fee for present certification is ₹300/- [NON-REFUNDABLE] to be paid through NEFT/RTGS/IMPS in the following Bank Account:
 - Name of the Account:** Registrar, The M. S. University of Baroda
 - Name of the Bank:** Bank of Baroda - **Branch:** University Campus Branch
 - Account Number:** 02010100009937
 - IFSC:** BARB0MSUNIV [The fifth character is Numeric **ZERO**]
- Please submit the Xerox copy of the LAST Mark-sheet [All attempts] (In readable Horizontal Format) + Degree Certificate + Valid Photo Identity-card + RTGS/NEFT/IMPS Payment acknowledgement Screen-shot along with the scanned copy of the present application form on office-exams@msubaroda.ac.in under CC to dr-exam@msubaroda.ac.in through an email.
- Incomplete application will not be entertained.
- The application should be made and signed by the applicant student. Application made by a person other than the student will not be entertained.
- This certification will be issued through an email.
- if the hard-copy of the certificate is required, the same may be collected **personally** after receipt of the email between 4:00 p.m. to 5:30 p.m. on all working days from the University Office.
- The Attempt certificate will be issued to the candidate **In-Person** only on production of the Identity Card. In case the candidate is unable to remain present in person, the written authority from the applicant should be produced along with the copy of photo ID Proof with signature of the student as well as copy of Valid Photo Identity-card of the authorized person collecting the certificate on Student's behalf.
- Enclosures: At least one enclosure from below list should be enclosed with an application in addition to what is stated at point 2 above.
 - Identity card (with date of admission)
 - Admission Letter
 - Fee Receipt of First Year / Semester
 - Deans/Principals endorsement (if any of the above 3 documents are not available)

To be filled in while collection

Certificate Number

EX15/

Date of Forwarding/Collection

Signature for Receipt of Certificate