



MAKHANLAL CHATURVEDI NATIONAL UNIVERSITY OF JOURNALISM &
COMMUNICATION, BHOPAL

Application for issue of Provisional Certificate

To,

The Controller of Exam,
M.C.N.U.J.C., B-38, Vi kas Bhawan,
Press Complex, M.P. Nagar, Zone-I,
Bhopal-462011 (M.P.).

Sub : Issue of Provisional Certificate.

Sir,

I request you to kindly issue in my favour. The necessary fee of
Rs..... has been paid by Demand Draft No.....Date...../...../..... Name of Bank
.....

1. Full Name (in English Capital Letters)
2. Full Name (in Hindi)
3. Father's Name (in English)
4. Mother's Name (in English).....
5. a) Examination Passed..... (b)Year.....
c) Roll Number (d) Division.....
6. Enrolment Number.....
7. Name of the UTD/ Study Institute.

Place :-

Date :-

Yours faithfully,

Complete Address with Pin code

.....

.....

Phone No. with STD Code

Signature of Student

INSTRUCTIONS:

1. **Fees for Provisional Certificate is Rs. 150/- Student can apply ONLINE through www.mponline.gov.in portal charges will be applicable as per norms.**
2. Please enclose a Photocopy of Marksheet of examination passed, duly attested by the head of UTD/ Study Institute.
3. In case student Apply through offline mode Fee shall be accepted only by demand draft in favour of **“Registrar, MCNUJC, Bhopal”** payable at Bhopal.

Forwarded

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Seal and signature of HOD, UTD / Study
Institute.

Application recd. on.....
Document No.
Despatch No.

Date Signature of Dealing Asstt