



North Bengal International University

Campus: Chowddopai, Natore Road, Binodpur Bazar-6206, Motihar, Rajshahi, Bangladesh.



Application Form for Provisional / Original Certificate / Academic Transcript

1. Name : Bangla
English.....

2. Name of the Program : (1/2 Year) Subject (major, if any)

3. (a) Provisional Certificate (b) Transcript
Passed in Spring / Summer / Fall Year..... Semester & Year.....

4. Batch No. : ID No. :

5. Fee Taka : (a) **Masters Program**: Provisional Certificate / Transcript Fee Tk. 700/-

(b) **Hon's Program**: Provisional Certificate / Transcript Fee Tk. 500/-

Deposited in the Southeast Bank Limited, Rajshahi Branch vide receipt No.
dated...../...../..... (Receipt is to be enclosed with the application)

Student's Address:
.....
Mobile:

Signature of the Student
Date :

OFFICE USE ONLY

6. Recommendation of the respective Department:

.....
Signature with seal

Dept. of.....

7. Clearance From:

a) Admission Office for registration: (Candidates must show their original certificates of SSC, HSC & Honours examinations)

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Signature with seal

b) Accounts Section:

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Signature with seal

c) Library:

.....
Signature with seal

8. Controller Office:

Results Published Date:	CGPA:	Grade:
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Signature with seal

Please see overleaf

N.B. The following rules are applicable for **Masters /Hon's** Program :

a) Provisional / Original Certificate will be issued once only.

b) Prescribed fee :

i) Original Certificate	---	1000/-	For Masters
ii) Provisional Certificate	---	700/-	
iii) Academic Transcript	---	700/-	
iv) Provisional Certificate	---	500/-	For Hon's
v) Academic Transcript	---	500/-	

c) If a Provisional / Original Certificate is lost or destroyed in anyway, a duplicate Provisional / Original certificate may be issued. In this case a candidate shall immediately make a GD in the nearest police station, notify in a daily News Paper and apply for a duplicate certificate along with a copy of GD, paper-cutting and the receipt of paying the fee of Take 750/- (for Provisional) and Taka 1,500/- (for Original) in the Southeast Bank Limited, Rajshahi Branch.

d) Academic Transcript may be issued more than once if a candidate applies and pays fee of Taka 700/-(**For Masters**) and Taka 500 (**For Hon's**) in each time.

e) A candidate applying for an Original Certificate must surrender the Provisional Certificate if it is issued earlier.