SFC Form No. 4 Price Rs. 5/-

Shivaji University, Kolhapur

Students Facilitation Center

Application for 1) Passing Certificate 2) Merit Certificate
3) Rank Certificate 4) Medium of Instruction Certificate
5) Special Certificate
(Please use separate form for each type of certificate)

To,
Director,
Board of Examinations and Evaluation
Shivaji University,
Kolhapur – 416 004.

Sir,
I request you to issue me _____ certificate.
My details are as under –

1. Name - _____ _____ _____
(Surname) (First Name) (Father/Husband Name)

2. PRN - _____

3. Mother's Name - _____

3. Address - _____

_____

_____ Pin Code -_____

4. e - mail - _____

5. Telephone No. with STD code No. -_____ Mobile No. - _____

- Name of the college - _____
- Name of the examination - _____
- Month & Year of the examination - _____
- Examination Seat No. - _____
- Result - _____

Date - **Signature of the student**

Instructions-

1. Fees of the Passing/Merit and rank certificate is Rs. 150/- MOI and Special certificate is Rs. 200/-.
2. Fees will be accepted by online only. Use following link to pay online http://paysuk.unishivaji.ac.in/BWayReceipt/auth/registration/simple
3. If the concerned document required out of India, it will be sent by courier services and charges will be varies actual time to time. In this case applicants will be informed by Students Facilitation Centre (SFC)
4. Fees once paid will not be refunded.
5. Incomplete and wrong details in application will not be entertained and no correspondence will be made.
6. Please attach photocopy of the final year mark sheet
7. For the more information contact to Students Facilitation Centre-0231-2609411/2609453
E-Mail id - sfc@unishivaji.ac.in
8. If the certificate is to be obtained by hand, contact this office after 3 working days or it will be sent to the addressee by post