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# APPLICATION FOR ISSUE OF ATTENDANCE CERTIFICATE

**Instructions:**

1. The application is to be filled by candidate in English CAPITAL Letters.
2. Incomplete and wrong details in application will not be entertained and no correspondence will be made in that behalf.

**Enrollment No.** .....

**Name of the Applicant** .....

**Father's / Husband's Name** .....

**Mother's Name** .....

**Course** .....

**Complete Address for correspondence** .....

.....

**City** ..... **State** ..... **Pin Code** .....

**Contact No.** ..... **E-mail** .....

**PAYMENT DETAILS**

- **Normal Mode** : The Certificate will be dispatched within 8 weeks from the receipt of complete application.  
Enclosed transaction slip of **Rs. 5,000/-** of online transfer in the account of Asian International University, Account No- 50200083652862  
IFSC Code- HDFC0000422, HDFC Bank.
- **Express Mode** : The Certificate will be dispatched within 4 weeks from the receipt of complete application.  
Enclosed transaction slip of **Rs. 7,000/-** of online transfer in the account of Asian International University, Account No- 50200083652862  
IFSC Code- HDFC0000422, HDFC Bank.

**DECLARATION**

I hereby declare that all the information provided by me is true to best of my knowledge & belief, also all the documents submitted are true copies of the original. I further declare that I am abided by the regulations and eligibility conditions of the University. I understand that I may be required to furnish additional information/ document incase of requirement from the University. I also understand that my candidature or award from the University can be withdrawn at any given point of time even after issuance, if, the information submitted by me is found to be incorrect or counterfeited.

Date:.....

Signature of the Applicant

**MANDATORY ENCLOSURES**

1. Online Transaction Fees Slip.
2. Self Attested 10<sup>th</sup> and Onwards Educational Proof.
3. Self attested photo copy of Proof of identity i.e. Aadhaar Card