

Date : / /202

To,  
Hon Controller of Examination,  
Dr Babasaheb Ambedkar Technological University,  
Lonere, Tal- Mangaon, Dist- Raigad .

**Subject: No dues certificate for Provisional Degree Certificate (B.Tech/M.Tech)**

Respected Sir,  
This is to certify that following details are Correct and verified by college.

<b>Name of College and Code</b>	:	<b>J.T.Mahajan College of Engineering, Faizpur - 5168</b>						
<b>Name of Student</b>	:							
<b>PRN</b>	:							
<b>Branch</b>	:							
<b>Admission Type</b>	:	First Year						
	:	Direct Second Year						
		Migration/Readmission - Direct Admission In Second Year						
		Migration/Readmission - Direct Admission In Third Year						
		Migration/Readmission - Direct Admission In Fourth Year						
Exam Details								
<b>Exam</b>	<b>Sem-1</b>	<b>Sem-2</b>	<b>Sem-3</b>	<b>Sem-4</b>	<b>Sem-5</b>	<b>Sem-6</b>	<b>Sem-7</b>	<b>Sem-8</b>
<b>SGPA</b>								
<b>Total CGPA</b> :								
<b>Passing Year</b> :								

**No dues certificate**

<b>Sr No.</b>	<b>Department</b>	<b>Dues / No Dues</b>	<b>Name of HOD</b>	<b>Sign of HOD'S</b>
1	HOD's			
2	Library			
3	Exam Clerk			
4	Accountant			

Principal

15/09/2021

**Circular**

Students are requesting procedure to apply for various certificates issued by the Examination section. Kindly go through the instructions given below:

**(A) Procedure/Documents for the Provisional Certificate**

01. Application requesting for provisional certificate - To, Controller of Examinations, Dr. Babasaheb Ambedkar Technological University, Lonere stating name and PRN
02. No Dues certificate (From parent Institute where you completed your UG/PG)
03. Provisional Certificate Fee, Rs 100/- to be paid from online by SBI Collect
  - a) Click on <https://www.onlinesbi.sbi/sbicollect/icollecthome.htm>
  - b) Select Maharashtra state and educational institute
  - c) Type University (Dr Babasaheb Ambedkar Technological University and select payment category as provisional fees)
  - d) Fill information and pay Rs.100/- online after payment receipt will be generated
  - e) Download receipt and attach in your application
04. Scan copy of all mark sheets with self-attestation

**Send entire to following mail only**

**[provisionaldbatu@gmail.com](mailto:provisionaldbatu@gmail.com) (mobile No.:9975742511) do not send mail to any other mail id**

**any issue related to payment contact**

**[fo@dbatu.ac.in](mailto:fo@dbatu.ac.in)**

05. Collect Provisional certificate from examination section after **seven working days** (No scan copy will be send)

## **(B) Procedure/Documents for the Transcript Certificate**

01. Application requesting for transcript certificate - To, Controller of Examinations, Dr. Babasaheb Ambedkar Technological University, Lonere stating name and PRN
02. No Dues certificate (From parent Institute where you completed your UG/PG)/provisional certificate
03. Transcript Certificate Fee, Rs 1000/- to be paid from online by SBI Collect
  - a) Click on <https://www.onlinesbi.sbi/sbicollect/icollecthome.htm>
  - b) Select Maharashtra state and Educational institute
  - c) Type University (Dr Babasaheb Ambedkar Technological University and select payment category as transcript fees)
  - d) Fill information and pay Rs.1000/- online after payment receipt will be generated
  - e) Download receipt and attach in your application
04. Scan copy of all mark sheets with self-attestation

### **Send entire to following mail only**

**transcriptdbatu@gmail.com (mobile No.:9975742511) do not send mail to any other mail id**

**any issue related to payment contact**

**[fo@dbatu.ac.in](mailto:fo@dbatu.ac.in)**

05. Collect Transcript certificate from examination section after **fourteen working days** (No scan copy will be send)

## **(c) Procedure for the Document verification Certificate**

01. Application requesting for document verification - To, Controller of Examinations, Dr. Babasaheb Ambedkar Technological University, Lonere stating name and PRN
02. Attach document to be verified

03. Document verification fees Fee, Rs 500/- to be paid per student per document from online by SBI Collect

- a) Click on <https://www.onlinesbi.sbi/sbicollect/icollecthome.htm>
- b) Select Maharashtra state and Educational institute
- c) Type University (Dr Babasaheb Ambedkar Technological University and select payment category as verification fees)
- d) Fill information and pay Rs.500/- online after payment receipt will be generated
- e) Download receipt and attach in your application

04. Attach receipt and document to be verified with application

**Send entire to following mail only**

**transcriptdbatu@gmail.com (mobile No.:9975742511) do not send mail to any other mail id**

**Any issue related to payment contact**

**[fo@dbatu.ac.in](mailto:fo@dbatu.ac.in)**

05. Collect verified document from examination section after **seven working days**

**(d) Procedure for the Medium of Instruction Certificate**

01. Application requesting for medium of Instructions Certificate - To, Controller of Examinations, Dr. Babasaheb Ambedkar Technological University, Lonere stating name and PRN

02. Attach scan/zerrox copy of final year mark sheet

03. Medium of Instructions certificate Fee, Rs 100/- to be paid per student per document from online by SBI Collect

- a) Click on <https://www.onlinesbi.sbi/sbicollect/icollecthome.htm>
- b) Select Maharashtra state and Educational institute
- c) Type University (Dr Babasaheb Ambedkar Technological University and select payment category as examination fees)

d) Fill information in remark put medium of instruction and pay Rs.100/- online after payment receipt will be generated

e) Download receipt and attach in your application

04. Attach receipt and document to be verified with application

**Send entire to following mail only**

**transcriptdbatu@gmail.com (mobile No.:9975742511) do not send mail to any other mail id**

**Any issue related to payment contact**

**[fo@dbatu.ac.in](mailto:fo@dbatu.ac.in)**

05. Collect verified document from examination section after **seven working days**

**(e) Procedure for the Conversion Certificate (CGPA to percentage)**

01. Application requesting for Conversion Certificate - To, Controller of Examinations, Dr. Babasaheb Ambedkar Technological University, Lonere stating name and PRN

02. Attach scan/zerox copy of final year mark sheet

03. Conversion certificate Fee, Rs 100/- to be paid per student per document from online by SBI Collect

a) Click on <https://www.onlinesbi.sbi/sbicollect/icollecthome.htm>

b) Select Maharashtra state and Educational institute

c) Type University (Dr Babasaheb Ambedkar Technological University and select payment category as examination fees)

d) Fill information in remark put CGPA to Percentage certificate and pay Rs.100/- online after payment receipt will be generated

e) Download receipt and attach in your application

04. Attach receipt with application

**Send entire to following mail only**

**transcriptdbatu@gmail.com (mobile No.:9975742511) do not send mail to any other mail id**

**Any issue related to payment contact**

[fo@dbatu.ac.in](mailto:fo@dbatu.ac.in)

05. Collect verified document from examination section after **seven working days**

**(f) Procedure for the Duplicate mark sheet**

01. Application requesting for Duplicate mark sheet - To, Controller of Examinations, Dr. Babasaheb Ambedkar Technological University, Lonere stating name and PRN and semester for which duplicate mark sheet required.

02. Attach scan/zerox copy of mark sheet required if available

03. Duplicate Mark sheet fees Fee, Rs 100/- to be paid per mark sheet from online by SBI Collect

a) Click on <https://www.onlinesbi.sbi/sbicollect/icollecthome.htm>

b) Select Maharashtra state and Educational institute

c) Type University (Dr Babasaheb Ambedkar Technological University and select payment category as examination fees)

d) Fill information in particular/remark put Duplicate mark sheet and pay Rs.100/- online after payment receipt will be generated

e) Download receipt and attach in your application

04. Attach receipt with duplicate mark sheet application

**Send entire to following mail only**

**transcriptdbatu@gmail.com (mobile No.:9975742511) do not send mail to any other mail id**

**Any issue related to payment contact**

[fo@dbatu.ac.in](mailto:fo@dbatu.ac.in)

05. Collect Duplicate certificate from examination section after **seven working days**

**(f) Procedure for the Duplicate Degree Certificate**

01. Application requesting for duplicate degree certificate - To, Controller of Examinations, Dr. Babasaheb Ambedkar Technological University, Lonere stating name and PRN.
02. Attach scan/zerox copy of degree certificate if available
03. Duplicate Degree certificate Fee, Rs 500/- to be paid from online by SBI Collect
  - a) Click on <https://www.onlinesbi.sbi/sbicollect/icollecthome.htm>
  - b) Select Maharashtra state and Educational institute
  - c) Type University (Dr Babasaheb Ambedkar Technological University and select payment category as examination fees)
  - d) Fill information in particular/remark put Duplicate degree certificate and pay Rs.500/- online after payment receipt will be generated
  - e) Download receipt and attach in your application
04. Attach receipt with Duplicate degree certificate application
05. First Investigation Report (FIR) copy original
- 06 Undertaking on Bond paper of Rs. 100/-
07. Copy of Advertise given in newspaper (having advertise, name of newspaper and date of news paper)
- 08 Copy of Aadhar Card

**Send entire to following mail only**

**transcriptdbatu@gmail.com (mobile No.:9975742511) do not send mail to any other mail id**

**Any issue related to payment contact**

**[fo@dbatu.ac.in](mailto:fo@dbatu.ac.in)**

05. Collect Duplicate degree certificate from examination section after **Three months** personally.



Controller of Examinations

Annexure -B

Self-Declaration for Self Attestation



I ..... Son/Daughter of .....  
aged ..... occupation ..... resident of .....  
with Registration No ..... hereby declare that, the said  
Marksheet/Gradesheet are missing and hence applying for duplicate Marksheet/Gradesheets. I  
am well aware of the fact that, if the original documents are found to be with me, I shall be  
liable for prosecution and punishment under Indian Penal Code and / or any other law  
applicable thereto.

Place : .....

Applicant's Signature.....

Date : .....

Applicant's Name.....



