



Independent University, Bangladesh (IUB)

Office of the Controller of Examinations

Application Form for Duplicate Copy of Provisional Certificate

To
The Controller of Examinations
Independent University, Bangladesh (IUB)

Please attach here
one copy passport
size photo.

Sir,
I request you to issue me a Duplicate Copy of my Provisional Certificate due to the following reason.

- (a) My Provisional Certificate has been damaged/ stolen/ lost. To this effect, I have already made a General Diary (GD) with-----Police Station and also a public notification in the Daily-----, Dated: -----. The copies of GD and paper cutting of the newspaper are attached herewith.
- (b) My name requires to be corrected in my Provisional Certificate issued by IUB. In support of my name correction, I have attached herewith the attested photocopies of my SSC/ O level and HSC/ A Level certificates.
- (c) Any other reason (Proof to be attached):-----

The information you may need is given below.

- (a) Name (As in IUB records):-----
- (b) Name Requires to be Corrected, if any (As in SSC/O level/equivalent):-----
- (c) Degree Obtained from IUB:-----
- (d) Id. No.:----- (e) e-mail: ----- (f) Phone: -----

Sincerely

(Note: Please cancel the clause/ words not applicable.)

Signature of the Applicant with Date

For Office Use Only (To be filled-up by the Finance & Accounts Department)

The applicant has paid the requisite fee of Tk. 2000/- only in favor of IUB for Provisional Certificate.

Authorized Signature with Date

Seal of the Office

SI. No.:

Applicant's Part (For Duplicate Copy of Provisional Certificate)

Name:-----

Delivery Date:-----

Id. No.: -----

Authorized Signature & Date

N.B.: Please submit the applicant's part to the Office of the Controller of Examinations at the time of taking delivery of Provisional Certificate.