

INSTRUCTIONS

FORM No. G-602

1. Migration Fee(Non-Refundable):

i.	For those who are already registered with this University (including Form cost)	Rs. 1090/-
ii.	For duplicate Migration Certificate (with an affidavit duly attested by 1stClass Magistrate stating therein “That the Migration certificate earlier issued to me has been lost and has not been used by me to seek admission anywhere”)	Rs. 1090/-
iii.	For copy of entries of the Registration Record	Rs. 315/-
iv.	For cancellation of Migration (with application on plain paper)	Rs. 840/-

2. Candidate must fill “address for dispatch of certificate” at the bottom of the page along with their area Pin Code & Mobile No.

3. Mode of payment:

- i. Fee can be paid in cash at the SBI Cash Counter in Admn. Block, P. U., Chandigarh (Fee Code: R0080)
- ii. Through Panjab University online portal “<https://payonline.puchd.ac.in/>” by registering yourself on the portal (**Fee Code: R0080**).
- iii. Through Bank Draft preferably drawn on State Bank of India, Panjab University, Sector-14, Chandigarh or on any Scheduled Bank at Chandigarh drawn in favour of The Registrar, Panjab University, Chandigarh

4. A photo copy of the Detailed Marks Card/Certificate of the last exam. Passed/Failed duly attested be also attached with the form.

5. Submit duly filled form along with requisite fee receipt at Migration Counter OR send through Post/ Courier **at our postal address “The Assistant Registrar(R&S), Administration Block, Sector-14, Panjab University, Chandigarh”**.

6. Migration Certificate will be issued to the students who are registered with this university or have passed any examination from this University. **In case of compartment/reappear candidates, the migration certificate can be issued if the applicant gives in writing that he/she will not appear in the Compartment/Reappear subject/s of the examination concerned of this University.**

7. In all correspondence with the University, Name, Father’s Name, Registration No., Particulars of Last Examination passed or appeared and the University Receipt No. and date of Migration Fee must be quoted.

8. Students on the rolls of College/University Departments/ USOL and leaving the course without completing it, or whose name has been struck off, should attest their migration form from the Head of Institution.