

SHRI RAMDEOBABA COLLEGE OF ENGINEERING & MANAGEMENT, NAGPUR.
(An Autonomous College of Rashtrasant Tukadoji Maharaj Nagpur University, Nagpur)

**Following Certificates/Documents are Issued from Controller of Examinations (CoE) Office on
Application by the Students Passed out under Autonomy**

Provisional Degree from University

1. Collect the application form from the Controller of Examination (CoE) office /Download the form from College website.
2. Attach T.C. and all semester grade cards (two sets, one self attested) with application form.
3. Submit duly filled application form to CoE office.

Migration Certificate

1. Collect the application form from the Controller of Examination (CoE) office /Download the form from College website.
2. Pay the fees of Rs 500/- in Account Office and get the receipt.
3. Attach T.C., all semester grade cards (self attested) and payment receipt with application form.
4. Submit duly filled application form to CoE office.

Grade card & Provisional Degree Verification Certificate

1. Collect the application form from the Controller of Examination (CoE) office /Download the form from College website.
2. Attach all semester grade cards, T.C. and provisional degree certificate (self attested) with application form.
3. Submit duly filled application form to CoE office.

Duplicate Grade Card

1. Collect the application form from the Controller of Examination (CoE) office /Download the form from College website.
2. Lodge the complaint in the area police station and get the copy of FIR.
3. Pay the fees of Rs 500/- in Account Office and get the receipt.
4. Attach the copy of grade card (self attested), original FIR and payment receipt with application form.
5. Submit duly filled application form to CoE office.

Transcript

1. Collect the application form from the Controller of Examination (CoE) office /Download the form from College website.
2. Pay the fees of Rs 2,000/- for the first set and Rs 500/- for every additional set, in Account Office and get the receipt.

3. Attach the copy of T.C., provisional degree certificate, grade card (self attested) and payment receipt with application form.
4. Submit duly filled application form to CoE office.

NOTE: For the certificates issued from CoE office time of three working days may be required.

For any query/discrepancy contact CoE office, coe@rknec.edu

Date: 5th March, 2018

(T. G. Arora)

(Controller of Examinations)