

Diary No. _____
 Date of Receipt _____
 Date of Delivery of
 Documents _____

To

DIRECTOR HIGHER EDUCATION, HARYANA, PANCHKULA

Subject: APPLICATION FORM FOR AUTHENTICATION OF ORIGINAL EDUCATIONAL QUALIFICATION

1.		This form should be filed in Capital Letters only	AFFIX PASSPORT SIZE PHOTOGRAPH WITH NAME OF QUALIFICATION HOLDER
2.		Furnishing Wrong Information or Fake Documents for Authentication is Punishable Offence under criminal procedure code.	
3.	A)	Name of the Applicant (As per Educational documents)	
	B)	Male/Female	
	C)	Nationality	
	D)	Date of Birth of the Qualification Holder	
	E)	Passport Number (attach Photostat attested copy)	
	F)	E-mail address	
	G)	Name of Father/Mother	
	H)	Present Full Postal Address	
	I)	Permanent full Postal Address of the Qualification Holder (including tel. No. if any)	
	J)	Details of Present Employment i.e. Designation, Name and full address of the office, etc.	
	K)	If Qualification Holder is a student, indicate the Course studying, name of the College and address	
	L)	Purpose for which authentication is sought including Country of destination (Attach self attested copy of offer letter, in case of employment and requirement of foreign university, in case of education; which is mandatory)	

23/11/17

2. Details of original certificates of Diploma/Degree (attach attested Photostat copy also) sought to be authenticated:-

Sr. No.	Name of the Examinations	Year	Roll/Registration No.	Name of the University/Board/Council/Instructions

Part-II

PARTICULARS OF POSTAL ORDERS (EACH DENOMINATION TO BE GIVEN) A fee of Rs. 50/- per certificate is to be paid in the form of postal order on the name of Director Higher Education Haryana, payable at Panchkula.

S.No.	IPO/ Postal order No.	Issuing Authority	Date	Value
TOAL AMOUNT IN RUPEES (IN FIGURES)				
(IN WORDS)				

PART-III

FOR PERSONS PRESENTING FORM ON BEHALF OF QUALIFICATION HOLDER

1.	Name	
2.	Relationship with Qualification Holders	
3.	Name of the Father/Mother	
4.	Occupation and office address including Tel No. , if any	
5.	If student name of the course studying, College and address etc.	
6.	Nationality	
7.	Residential Address (with telephone No., if any)	
8.	Permanent address in home country	
9.	Passport Number	

PART-IV

UNDERTAKING (TO BE FUNISHED BY ALL)

1. I solemnly declare that the documents presented for authentications are original and genuine and the information given by me above are true to the best of my knowledge and belief. If the documents submitted by me are found to be fake or information furnished by me false. I am responsible for the same and action may be taken under section 182,415,417,420,465,471 & 120-B of IPC as case against me as is considered, necessary.

Signature with date _____

Name in full (in block letters) _____

Mobile/ Tel. No. _____

2. Received back all documents in original

Signature with date _____

Name in full (in block letters) _____

NOTE: Check List /Formalities for authentication of Educational Degrees/ Certificates are attached herewith.

**Check List / Formalities for authentication of Educational Degrees/
Certificates.**

1. Two Self attested copies each of certificate/ degree to be authenticated.
2. One Self attested copy of mark-sheet (final year).
3. One Self attested copy of passport.
4. One Self attested copy of Job/ Study Offer letter wherein authentication of certificates is required.
5. One Passport size photograph.
6. Rs. 50/-Indian Postal Order for each certificate to be authenticated.
7. Authentication Proforma can be downloaded from <http://higherduhry.com>


23/07/13