

• Rules & regulations relating to Migration Certificate :

1. Newly admitted P.G., M.Phil. & Ph.D. students from other Universities must submit original Migration Certificate from his / her last attended University / Institute. Otherwise the registration process for the student will remain withheld. If Migration certificate or Transfer certificate are not issued by any University / Institute, in such case a 'No Objection Certificate' from the University has to be submitted and the final approval will be given by competent authority.
2. The eligible students who want to get Migration Certificate from Raiganj University must have to surrender the original Registration Certificate and it will be retained by the University.
3. Migration certificate, if taken, must be returned by the student to the University within a period of 6 (six) months from the date of issue, in case this is not used for the prescribed purpose, failing which the Duplicate Migration Certificate, if asked for shall not be issued.
4. The Universities/ Institutes last attended by a student who do not issue 'Migration Certificate' or 'Transfer Certificates', the students from them, if admitted to this University have to produce 'No Objection Certificate' from their last attended University / Institute subject to approval from competent authority of Raiganj University.
5. If applicant lost the original Registration Certificate, the applicant has to file the General Diary to the nearest Police station for the issuance of the Duplicate Registration Certificate.
5. Documents to be submitted & produced by the student (s) at the time of applying for the issuing of Migration Certificate: -

A. Students of Raiganj University :

- i) Registration Certificate (original to be submitted).
- ii) Xerox copy of Pass Certificate/ Final Mark sheet duly signed by the HoDs / Coordinators to be submitted.
- iii) Original pass certificate / Final marksheet to be produced to the Dealing Assistant at the time of application for Migration Certificate.
- iv) Requisite fees.

B. Students of affiliated colleges :

- i) Registration Certificate (original to be submitted).
- ii) Xerox copy of Pass Certificate/ Final Mark sheet duly signed by Principal of the college to be submitted.
- iii) Original final marksheet to be produced.
- iv) Requisite fees.
- v) Migration Certificate will be issued within 7 working days from the payment of fees.

6. Students from affiliated colleges may apply for migration certificate through proper channel. The application form should be duly signed by the Principal of the College and all the relevant documents (as per point no. 5) to be submitted at the Registrar Branch with prescribed fees. Tatkal Migration Seva is available as per rule.

7. Fees for Migration Certificate:

Particulars	Amount in Rs. (within 7 working days)	Amount in Rs. (for Tatkal Migration certificate within a day)
Under Graduate (U.G.)	200.00	500.00
Post Graduate (P.G.)	200.00	500.00
M.Phil.	1000.00	1500.00
Ph.D.	1000.00	1500.00
Under Graduate (U.G.) (Duplicate)	200.00	
Post Graduate (P.G.) (Duplicate)	200.00	
M.Phil. (Duplicate)	1000.00	
Ph.D. (Duplicate)	1000.00	

Fees once deposited shall not be refunded as per rule.


DR. DURLAV SARKAR
Registrar
Raiganj University
Raiganj, Uttar Dinajpur
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