

To,

The Principal  
Yeshwantrao Chavan College of Engineering,  
Wanadongri, Nagpur.

**Subject :- Application for University Degree Certificate.**

Respected Sir,

I was a regular student of this college during the years from \_\_\_\_\_ to \_\_\_\_\_  
and request you to issue University Degree to me.

My particulars are as under:-

Full Name :- (Ms/Mr. \_\_\_\_\_  
(First Name) (Middle Name) (Last Name)

Program :- BE / M.Tech, Branch :- \_\_\_\_\_

Registration No. \_\_\_\_\_ Pass Out Year : \_\_\_\_\_

Email Id :- \_\_\_\_\_ Mobile No: - \_\_\_\_\_

I have submitted Clearance Form & Received Final Year Marksheet & Transfer Certificate.  
I enclose herewith Attested Mark-sheet of Final Year and Identity proof with photograph.

Date: \_\_\_\_\_

Place: \_\_\_\_\_

Yours faithfully,

**Signature**

**P.S. :-** *In exceptional circumstance, if the student is unable to collect Degree certificate personally, he/she may authorize nearest relative to collect Degree Certificate. The authorized person must have his/her Identity Proof with photographs.*

I \_\_\_\_\_ authorize following person to collect my degree Certificate

Name of Authorized Person :- Ms/Mr. \_\_\_\_\_

Type of ID Proof : \_\_\_\_\_

Mobile No. : \_\_\_\_\_ Relation with Student : \_\_\_\_\_

Signature of Authorized Person : \_\_\_\_\_