



VINAYAKA MISSION'S RESEARCH FOUNDATION

(Deemed to be University under section 3 of the UGC Act 1956)

GENUINENESS VERIFICATION REQUISITION

Please find enclosed copy of the Mark Statement / Provisional Certificate / Degree Certificate submitted by the following candidate. Kindly verify the same and inform the genuineness of the certificate.

Name of the Employer/ Candidate			
Designation		Company where working	
Employee/candidate ID.No. /Ref.No. (If any)			
Name of the College/Institution			
Register No.			
Name of the Programme			
Details of Payment mode			

Mode of Study:

If Regular:

Enclosures of Documents (Tick whichever is applicable)

No of Marks

Statement Provisional certificate Degree Certificate
enclosed

Place:

Date:

SIGNATURE OF THE EMPLOYER WITH OFFICE SEAL



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GENERAL INSTRUCTIONS :

The genuineness verification certificate of a Marks Statement / Provisional Pass certificate / Degree Certificate of a student will be issued only to an employer of State / Central Government services/ Public Enterprises/ Private sector / foreign or Indian Embassy when the employer produces the following documents and fee particulars.

1. Duly filled-in Application
2. Copy of the marks statement / Provisional Pass certificate / Degree Certificate
3. Fee particulars per certificate within India Rs.3000/- and abroad Countries(including postage) Rs.6000.
4. Mode of payment – To be paid in the form of DD/ Net banking/ Challan to the account details mentioned below

Name of the account: VMRF(DU) Examination Account
Account no 188702000000294
IFSC code : IOBA0001887
Branch : Ariyanoor, Salem.

The hard copies of the above mentioned to be sent to the Controller of Examinations, Sankari Main Road (NH-47), Ariyanoor, Salem- 636308. Tamil Nadu, India. Reply shall be given with in **7 working days** excluding the day of receiving.

The employer is strictly advised not to ask for the confidential report /status of their genuineness certificate over phone or in-person. On any account, the employers also should not direct the employees/students to contact the University