



**Assam Higher Secondary Education Council
Guwahati-781 021**

APPLICATION FORM FOR DUPLICATE REGISTRATION CERTIFICATE

1. Name of the student [in Block letters] :
2. Father's Name in full :
3. Name of the Institution through which
Registration Certificate is received :
4. Original Registration No. : of
5. Particulars of Course and Class now attending

Name of the Course	Academic Session	Name of College/H.S.S.

6. Whether Migration Certificate obtained
from the Council :
- [for migrated student only]
7. State the reason why Duplicate Certificate :
- is necessary
8. Duplicate Registration fee paid :

Amount	AHSEC Receipt No. & date [copy to be enclosed]	Bank Draft No. and date	Remarks
Rs.50.00			

I hereby declare that the particulars stated above are true to the best of my knowledge and belief. If any particular(s) is/are found to be false I shall be liable to action as deem fit.

ADDRESS TO WHICH DUPLICATE REGISTRATION CERTIFICATE TO BE SENT

Name

Vill. P.O.

PIN Dist.

Date :

SIGNATURE OF THE STUDENT

Cont...

CERTIFICATE OF THE PRINCIPAL

Certified that the applicant is/was a student of the College/HS School for the year(s) His/Her Registration Certificate No. of Is lost/damaged. He/She may be allowed to receive a Duplicate Registration Certificate as prayed for.

SIGNATURE OF THE PRINCIPAL
[WITH SEAL]

INSTRUCTIONS

1. No application will be accepted unless the Duplicate Registration Certificate fees of Rs.50/- is paid to the Council by Bank Draft/Council's Challan.
2. In case of loss of Original Registration Certificate, students must notify through Daily News Paper and the paper cut of the News Paper must be accompanied with the application.
3. In case of damaged Registration Certificate, the same should be enclosed with application.
4. In case of student whose residential house is gutted including all household goods, must furnish a Certificate from the Officer-in-Charge of the nearest Police Station/Fire Service Station.