



NATIONAL UNIVERSITY OF MODERN LANGUAGES  
(Academics Branch)

**APPLICATION FORM**  
**for Attendance/ Character Certificate**

Respected Sir,  
I request for issuance of Attendance/Character Certificate. My particulars are as under:-

Name:				
Father's Name:				
Registration No:		Sys ID:		
Program:		Course:		
Duration from:		to		
Attended periods:		to		
Exams:	Attempted:		Not Attempted:	
Fee paid :	Yes:		No:	
Mobile No:				

*This is to certify that above mentioned information is true to the best of my knowledge.*

**Enclosures: (Documents to be attached)**

- i. Attested photo copy of final degree/transcript/result card (if completed)
- ii. Copy of fee challan paid for the last semester studied.
- iii. Original paid fee challan. **(Normal fee- 1000/- / Urgent fee- 1500/-)**

Dated: \_\_\_\_\_

\_\_\_\_\_  
Applicant's Signature

**TO BE FILLED BY DEPARTMENT**

He/She bears \_\_\_\_\_ character. Percentage of his/her attendance during the course is \_\_\_\_\_%. He/She may be issued/ not issued the Attendance/Character Certificate.

**Please issue the subject certificate:**

\_\_\_\_\_  
Signature  
Head of Department

**Approved / Not Approved**

**Director Academics**

Note: This office will not responsible for any delay in case the form is incomplete / rush to work.