



# BHARATHIDASAN UNIVERSITY

PALKALAIERUR, TIRUCHIRAPPALLI – 620024

(Accredited with A+ Grade by NAAC in the Third Cycle)

## APPLICATION FORM FOR GENUINENESS CERTIFICATE

Please find enclosed the copy of the Mark Statement / Provisional Certificate / Degree Certificate of the following candidate awarded by Bharathidasan University, Tiruchirappalli. Kindly verify the same and inform the genuineness of the certificate.

Name of the Employee/ Student			
Designation		Mobile	
Employee/Student ID.No. /Ref.No. (If any)			

S.No.	Centre Code	Name of the College/Institution	Register No.	Name of the Course	Subject

Mode of Study : **Regular / Distance Education**

For M.Phil. Student: **Full Time / Part Time**

Enclosures of Documents (Tick whichever is applicable)

Mark Statement

Provisional Certificate

Degree Certificate

S.No.	Mode of Payment	DD No./ Online Receipt No.	Date	Name of the Bank	Amount
					(Rs. / USD)

Address of the Employer:  
Head Master/ Principal/ or  
Verifying Officer

Mobile/Phone No.:

Pin

Email Id:

SIGNATURE OF THE EMPLOYER WITH OFFICE SEAL

Place:

Date:

Note: **1) The Genuineness of the required certificates**

**will be issued at the request of the EMPLOYER only.**

**2) Fee Details: ₹ 2000 Rupees (Indian Institutions, Companies, Organizations & Establishments)**  
**\$ 150 USD (Foreign Institutions, Companies, Organizations & Establishments)**

# INSTRUCTIONS TO THE EMPLOYERS

The Genuineness Certificate of a Marks Statement / Provisional 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 Form (Submit a separate application for each certificate)
2. Copy of the Marks Statement / Provisional Certificate / Degree Certificate
- 3. Fee Particulars:**

## Per Certificate

- **Within India** Rs.2000/-  
(Indian Institutions, Companies, Organizations & Establishments)  
(Exemption for Teachers working in Government Colleges and for all those seeking a Certificate of Genuineness by the Bar Council)
- **Foreign countries** 150 USD

## Mode of payment

- a) Click here for [Online Payment](#)  
or
- b) The DD should be drawn in favour of Bharathidasan University

**Fees once paid will not be refunded or transferable**

The hard copy of the above-mentioned documents should be sent to The Controller of Examinations, Bharathidasan University, Palkalaiperur, Tiruchirappalli-620024, Tamil Nadu, India by **Post only**. The Employer / Verifying Officer whose **jurisdiction is outside India** alone should submit the documents through e-mail ID [coe@bdu.ac.in](mailto:coe@bdu.ac.in).

The employees or the students are **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.

**CONTROLLER OF EXAMINATIONS**  
BHARATHIDASASN UNIVERSITY  
TIRUCHIRAPPALLI-620024  
INDIA