

**APPLICATION FOR THE ISSUE OF CERTIFIED COPY OF MARKS/DATE OF BIRTH  
RELATING TO THE MATRICULATION/SLC., EXAMINATION**

1. Name of Candidate  
(In Block Letters)
2. Father's Name
3. Date of birth
4. (a) Name of School in which studied  
(b) Name of Centre in which appeared  
(Private)
5. (i) Register No. Session and Year of  
Examination to which CCM/Date of  
birth required.  
(ii) It should be stated whether the  
applicant required CCM/Date of birth  
or Both
6. Whether original mark sheet is available  
with the applicant
7. Purpose for which CCM and date of birth  
extract required.
8. Furnish the detailed circumstances under  
which the original Matriculation certificate  
was lost beyond recovery
9. Particulars of Chalan enclosed towards the  
penal fees.  
(a) Serial No. and date of the chalan.  
(b) Name of Treasury or SBI.  
(c) Amount of chalan
10. Postal Address with Pincode.  
(To be furnished clearly)

**DECLARATION**

- (i) The above particulars furnished in col. 1 to 10 are true to the best of my knowledge.
- (ii) The original certificate containing the above particulars issued to me has neither been suspended  
nor cancelled by the authority competent.

STATION :

DATE :

சு.257 - கீழ்க்கண்ட விவரங்கள்  
ஒட்டப்பட்ட கையொப்பம் எழுதிய உண்மை,  
இணைத்து அனுப்பவேண்டும்

*Signature of Candidate.*

## IDENTIFICATION CERTIFICATE

Certified that the applicant Thiru/Saivi \_\_\_\_\_ is known to me that he/she is the identical person who had appeared for the Matriculation Examination as mentioned in this application.

**SIGNATURE**  
(Designation with Office Seal)

### Note:

1. This certificate should be issued from the Headmaster of the School in which the candidate last studied.
2. Details of penal Fees for the issue of certified copy of marks etc.
  1. Certified copy of marks for each session : Rs. 305
  2. Certified extract of date of birth for each session : Rs. 305
  - Service Charge : Rs. 5
3. Mofussal candidates (i.e. other than Chennai) should remit the fee with service charges under the following Head of Account.
4. Chennai city candidates should remit the fee under the following Head of Account at anyone of the branches of State Bank of India, Chennai, Thousand Lights, Saidapet and Ambathur.

0202	-	Education, Sports, Arts and Culture
01	-	General Education
102	-	Secondary Education
AA	-	Tuition and other fees
02	-	Director of Government Examination fees for Matriculation/ASLC Duplicate certified copy of mark/Date of Birth D.P. Code No. 2202 01 102 AA 2785
5. No other mode of Payment will be accepted (i.e. Indian Postal orders, Demand Drafts).
6. The original chalan should be enclosed along with the application. The xerox copy of chalan will not be accepted.

ORIGINAL

Chalan No.

PROVINCIAL

D.P. Code 0202 01 102 AA 2785

- 0202 Education, Sports, Arts and Culture
- 01 General Education
- 102 Secondary Education
- AA Tuition and other fees
- 02 Director of Government Examinations - Fees for Matriculation/ASLC Duplicate/  
Certified copy of Marks/Date of Birth

CANDIDATE'S FEE RECEIPT

Received from  
the sum of Rupees  
being the fees paid for Matriculation/ASLC Duplicate/Certified copy of marks/Date of Birth

Name of Treasury  
Sub-Treasury

Date of Remittance 200

Treasury Officer  
Sub Treasury.

(To be signed and returned to the candidate remitter)

DUPLICATE

Chalan No.

PROVINCIAL

D.P. Code 0202 01 102 AA 2785

- 0202 Education, Sports, Arts and Culture
- 01 General Education
- 102 Secondary Education
- AA Tuition and other fees
- 02 Director of Government Examinations - Fees for Matriculation/ASLC Duplicate/  
Certified copy of Marks/Date of Birth

CANDIDATE'S FEE RECEIPT

Received from  
the sum of Rupees  
being the fees paid for Matriculation/ASLC Duplicate/Certified copy of marks/Date of Birth

Name of Treasury  
Sub-Treasury

Date of Remittance 200

Treasury Officer  
Sub Treasury.

(To be signed and returned to the candidate remitter)

TRIPPLICATE

Chalan No.

PROVINCIAL

D.P. Code 0202 01 102 AA 2785

- 0202 Education, Sports, Arts and Culture
- 01 General Education
- 102 Secondary Education
- AA Tuition and other fees
- 02 Director of Government Examinations - Fees for Matriculation/ASLC Duplicate/  
Certified copy of Marks/Date of Birth

CANDIDATE'S FEE RECEIPT

Received from  
the sum of Rupees  
being the fees paid for Matriculation/ASLC Duplicate/Certified copy of marks/Date of Birth

Name of Treasury  
Sub-Treasury

Date of Remittance 200

Treasury Officer  
Sub Treasury.

(To be signed and returned to the candidate remitter)