

## Issue of Duplicate Certificate

Name of the Scheme	Issue of Duplicate Certificate to the candidates those who have lost their Original Mark Certificates of 10 <sup>th</sup> Standard, 12 <sup>th</sup> Standard, DEE, Technical, ESLC Examinations.
Object of the Scheme	The main object of the scheme is to help the students by issuing duplicate certificate in the event of loss of original certificate, for pursuing higher studies or for getting employment.
Eligibility to apply	<ol style="list-style-type: none"> <li>1. Those students who have lost the original certificates beyond recovery.</li> <li>2. Those who have got their certificate torn or mutilated.</li> </ol>
Details for applying	<p>Students who have lost original certificate and in need of a duplicate should submit their application to the Headmaster of the school where the applicant has studied in the case of school candidates, duly filling in the application and remitting the fee for the issue of duplicate certificate for onward transmission to the Directorate of Government Examinations through DEO/DIET.</p> <p>A Certificate obtained from the Revenue official not below the rank of Thasildhar should be enclosed along with the application for authenticity of loss of original certificate.</p> <p>In case of Private Candidates Application may be submitted directly to the Directorate of Government Examinations as the case may be duly filing the Application form and remitting the prescribed fees with the Counter Signature of the Head Master of the nearby school. A Certificate obtained from the Revenue official not below the rank of Thasildhar should be enclosed for the authenticity of loss of original Certificate.</p>
Fees Details	<ol style="list-style-type: none"> <li>(i) Applying for the first time as Duplicate Certificate Rs.505/-</li> <li>(ii) Applying for the second time as Triplicate as 755/-</li> </ol>
Officer to be approached	<ol style="list-style-type: none"> <li>(i) 10<sup>th</sup> level SSLC/OSLC/DEE - JD(P)</li> <li>(ii) Matric/Anglo Indian - A.S (Matric)</li> <li>(iii) Higher Secondary Examination - JD(HS)</li> <li>(iv) Technical Exam - A.S(Technical)</li> <li>(v) ESLC Exam - A.S (ESLC)</li> </ol>