

**OFFICE OF THE CONTROLLER OF EXAMINATION
(ADMISSION SECTION), AMU Aligarh**

D. No. ⁵⁴⁹⁶/Adms

Dated: 02.07.2017

IMPORTANT NOTICE

SUBJECT: Verification / Attestation of Marks-sheets / Grade-sheets of Class X Examinations(2017) for admission to Class XI / Diploma in Engineering Courses 2017-2018 in A.M.U.

It is hereby notified for information of the students who have passed their Secondary School Examination (2017) and their names have been declared in the selected/chance memo lists for admission to Class XI/Diploma in Engg. Courses 2017-2018 in A.M.U., may contact the officials of Admission Section for verification/attestation of their marksheets/grade sheets, if they have not received the original from the Board, at least 03 days before their Admission's date alongwith the duly filled in enclosed proforma.

Aforesaid candidates will only be allowed for admission on submitting an undertaking that they will submit their original marks sheet within a month from the date of admission and in case of any discrepancy, their admission shall be cancelled and no further correspondence will be made.

In case, any error/discrepancy in the marks-sheet/grade-sheet is detected affecting the eligibility of the candidates after completion of admission requirements, the University shall have the right to cancel the admission of such candidates without assigning any reason as per rules prescribed in this behalf.

NOTE : Please see Clause 42 and 43 under Important Information & Rules in the Guide to Admissions 2017-2018 before submitting the request.


(SALMAN SIDDIQUE)
Assistant Controller
(Admissions)

COPY FOR INFORMATION AND WIDE CIRCULATION TO:

1. All Deans of the Faculties for circulation amongst the Chairmen of the Departments of Studies concerned.
2. Dean Students' Welfare
3. Director, Directorate of University Schools
4. Principal, University Polytechnic / Women's Polytechnic
5. Principals, Senior Secondary School (Boys/Girls) / S.T.S High School / City High School / AMU Girls High School
6. Proctor with the request to make sufficient security arrangements at the Admission Section, during Verification of Marks-sheets.
7. Finance Officer, AMU
8. OSD to COE (Admissions / Examinations)
9. Public Relations Officer for wide publicity in all the leading newspapers.
10. All Joint Controllers
11. OSD at VC's Secretariat
12. **System Manager, CCAE Unit for uploading this information on the Website (www.amucontrollerexams.com)**
13. Section Officer (Admissions)
14. Sr. PA to Controller of Examinations / Registrar / Finance Officer
15. Dealing Assistant of the Course concerned along with original file


**Assistant Controller
(Admissions)**

**VERIFICATION PROFORMA FOR CBSE HIGH SCHOOL
MARKSHEET / GRADESHEET**

Name of the Candidate			
CBSE Examination Roll No.			
Date of Birth			
Father's Name			
Mother's Name			
Name of passed out School			
School No.		Centre No.	
Name of Course selected in A.M.U.		Roll No. & Rank :	

Received attested marksheet by CBSE Board.

Signature of candidate / Guardian

Signature of candidate / Guardian

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CBSE Examination Roll No.			
Date of Birth			
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