



**Cir.No:280/Transfer Certificate/A5/DEAN/UCEV/2021**

**Date: 15/11/2021**

## CIRCULAR

**Sub:** UCEV – Course Completed Students – Apply of Transfer Certificate – Reg.

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This is to inform that the students those who have completed the course during the academic year 2020-2021 are instructed to submit smart card (college ID card) in the college office and then clear all the dues properly.

Further it is informed that the students can apply Transfer Certificate(TC) through students login in <https://www.aukdc.edu.in> web portal and upload the following properly scanned original documents in PDF format of size (130 kb to 150 kb) and then contact the college office with a request letter, hard copy of No due certificate and a photo copy of Aadhar card.

1. Old Transfer Certificate (+2 TC, Transfer Students TC, Lateral Entry Students Diploma TC)
2. SSLC Mark Sheet.
3. Aadhar Card.

**Copy to:**

1. All Department HOD i/c's - with a request to circulate among concerned students
2. Academic Co-ordinator.
3. College website.
4. All Notice Boards.
5. Dean's Table.
6. Stock File.

DEAN

MD

15/11

16/11/21