

Date: \_\_\_\_\_

**Dean (Academics)**  
Guru Nanak Dev Engineering College  
Ludhiana.

Through: HOD \_\_\_\_\_

**Subject: Issue of Bona-fide Certificate/ Character Certificate/ Tuition Fee/ Fee Structure Certificate.**

(Please tick which is applicable & strike others.)

Sir,

I am a student of this college and following are my details. You are requested to issue me a \_\_\_\_\_ certificate. The fee receipt for required certificate (s) is attached herewith.

Name:	Gender:
Father 's Name:	Mother 's Name:
Class Roll No.	University Roll No.
Course (Branch) :	Session/Semester:
JEE Main Roll no. (in case of allotment letter)	JEE Main Rank

**Yours faithfully,**

**(Signature of Student)**

**Student's Mobile :** \_\_\_\_\_

Certified that the above particulars given by the student are correct and the results attached are verified and found correct as per record. The character of the student during his stay in the Institute is/was \_\_\_\_\_ (Good / Very Good).

**(Seal & Signature of HOD)**

**Verified by Department Clerk**

**(To be filled & verified by Accounts Branch in case of Fee Structure Certificates)**

**Fee Structure**

Semester/ Type of Fee	1 <sup>st</sup>	2 <sup>nd</sup>	3 <sup>rd</sup>	4 <sup>th</sup>	5 <sup>th</sup>	6 <sup>th</sup>	7 <sup>th</sup>	8 <sup>th</sup>
<b>Tuition Fee</b>								
<b>Exam Fee</b>								
<b>Library Fee</b>								
<b>Development Fund</b>								
<b>Amalgamated Fund</b>								
<b>Hostel Fee</b>								
<b>Refundable Security Fee</b>								
<b>Grand Total</b>								

**Verified by College Accountant (Signature)**