

**APPLICATION FOR THE ISSUE OF A DUPLICATE DIPLOMA CERTIFICATE/
CONDUCTED BY THE STATE BOARD OF TECHNICAL EDUCATION
AND TRAINING : : ANDHRA PRADESH : : HYDERABAD**

1. Name of the Applicant :
(IN BLOCK LETTERS)
2. Father's Name :
3. Address of the Applicant :
4. Commercial Instt./polytechnic through
which the applicant appeared for the
examination :
5. Registration No./PIN of last appearance,
course, month and year of examination :
6. Detailed circumstances under which the
application for the issue of duplicate certificate/
Diploma is made :
7. Whether any complaint was given to the
police about the loss of the certificate/Diploma
and a certificate from above authorities obtained
that after enquiry the Diploma/Certificate is
beyond recovery. If so enclose the same :
8. Whether the affidavit made on a stamped
paper for Rs.20/- regarding loss of the original
certificate/diploma beyond recovery from the
first class Magistrate is attached.
9. Whether the D.D. for Rs.300/- of the
state Bank of India or Nationalised Bank
obtained towards fee for issue of duplicate
diploma/certificate in favour of secretary,
S.B.T.E.T., A.P.,Hyderabad.(Furnish Name
of the Bank with D.D. number and date) :
10. Whether the certificate/diploma has
at any time been suspended or cancelled :
11. Whether the copy of Marks list is
enclosed :

DECLARATION

I solemnly declare that the particulars furnished above are true to the best of my knowledge and belief.

Dated: _____

Signature of the
Applicant

NOTE: The furnishing of inaccurate or false particulars will be viewed seriously besides with - holding of the duplicate certificate/diploma and disciplinary action as may be called for or deemed fit by the secretary, State Board of Technical Education and Training.

IDENTIFICATION CERTIFICATE OF THE PRINCIPAL

I certify that the above particulars furnished by the candidate have been verified and found correct with reference to the records of the Institute/polytechnic and the applicant Sri./Smt./Kum. _____ (Name to be given) is the same person to whom the original certificate/diploma was issued and that the issue of the Duplicate to the candidate is recommended.

STATION:

DATE:

SIGNATURE OF THE PRINCIPAL
WITH SEAL

DECLARATION

I hereby declare that my original pass certificate / diploma bearing Sl .No. _____ with Regd.No. _____ of the _____ State Board of Technical Education and Training, Andhra Pradesh., Hyderabad _____ is neither suspended not cancelled by the competent authority.

Signature of the candidate

NOTE:- The following certificates should be sent along with the application without fail.

1. Bank Draft for Rs.300/- in favour of secretary, state Board of Technical Education and Training, A.P., Hyd.
2. An affidavit on stamped paper worth for Rs.20/- certified by the first class Magistrate.
3. A declaration by the candidate that the original certificate/Diploma was not suspended or cancelled by the competent authority.
4. An Identification certificate from the concerned principal, of the Institute/polytechnic to the effect that the candidate is the same person to whom the original certificate/Diploma was issued.
5. Police enquiry certificate.

The application along with necessary enclosures should be forwarded to the S.B.T.E.T., through the principal concerned polytechnic.

AFFIDAVIT

I.....Son / Daughter of
.....Age.....Occupation.....
.....resident of
on solemnly oath and affirmation do are as under:

1. That I have appeared for
Examination held in the month of19 with
Regd.No.....through polytechnic,.....
.....

2. That the original certificate/diploma issued to me by the state board of Technical
Education and Training has been lost by me while.....
.....(details).....
.....and inspite of my best efforts, I am unable to trace it and it
is lost beyond recovery. In case it is traced in future I shall submit it to the state board of Technical
education and Training, Andhra Pradesh, Hyderabad for cancellation.

3. That I am in need of duplicate copy of the said certificate/diploma for which
purpose, I am hereby making this declaration as required by the secretary, State Board of Technical
Education and Training.

Signature of Dependent.

Date:
(Court Seal)

Sworn before me.

Date:

First class Magistrate.

/AA/