

Website Version



Price Rs. 15.00

WEST BENGAL COUNCIL OF HIGHER SECONDARY EDUCATION

Vidyasagar Bhavan 9/2, Block DJ, Sector-II, Salt Lake, Kolkata - 700 091

Regional Office

- Kolkata : Bikash Bhavan, (North Block, 2nd Floor) Kolkata - 700091
North Bengal : Rahul Sankrityayan Bhavan, P.O. North Bengal University,
Dist. Darjeeling Pin - 734013
Bardhaman : Nazrul Bhavan, 5, Ichlabad (Jal Kal Math) P.O. Sripally
Dist. Bardhaman, Pin - 713103
Medinipur : Sahid Matangini Bhavan, Bidhan Nagar East, 72, Station Road,
P.O. Medinipur, Dist. Paschim Medinipur, Pin - 721101

APPLICATION FORM FOR ISSUANCE OF MIGRATION CERTIFICATE / DUPLICATE MIGRATION CERTIFICATE.

1. Name of the University/Board the student desires to join on Migration Mentioning the State
2. Name of the student (Block letters)
(a) Father's / Mother's/ Guardian's Name
3. Mailing Address
- Phone No Mobile No
4. (a) Registration No. of this Council with the Year of Registration (H.S.)
(b) Name of the recognised institution where from his/her name was registered
5. Name of the institution to which the student was last attached (H.S.)
6. Year and Roll Number of the applicant last appeared at the H.S. Examination of the Council
(Where applicable)
7. The Bank Draft or Cash Memo bearing No date
of bank is enclosed.

N.B. : Migration Certificate can be issued to Registered Candidates only.

8. I, Shri/Smt.

S/O/D/O. Shri/Smt.

of the above mentioned address state that the above statement are true and correct.

Dated :

SIGNATURE OF THE STUDENT IN FULL

Certificate issued by the Head of the Institution in which the student was last studying

This is to certify that particulars including the registration number, Examination, Roll Number, Year, etc. as stated in this application form have been verified by me from the registers and records of the institution and found to be correct.

Dated :

SIGNATURE OF THE HEAD
OF THE INSTITUTION
Designation with office seal

INSTRUCTIONS

A. Submission of fees :

Ordinary Fees :- Fees for Migration Certificate / Duplicate Migration Certificate to -Rs. 200/- (two hundred) is to be paid.

Tatkal Fees : (within two working days) for Migration Certificate / Duplicate migration Certificate - Rs. 500/- (Five Hundred).

Mode of Payments : Fees shall be deposited by cash / bank Draft drawn in Favour of "W.B. Council of H.S. Education" Payable at Kolkata / Siliguri / Bardwan / Medinipur as the case may be.

B. Documents to be submitted along with form : An attested copy of the :-

- (1) Registration Certificate of the Council (Original Registration Certificate is to be shown during delivery of MC)
- (2) Admit Card of the H. S. Examination last appeared.
- (3) Mark Sheet of the H. S. Examination last appeared.
- (4) In the case of a student not appeared at the H. S. Examination, an attested copy of Registration Certificate along with attested copy of the Transfer Certificate from the Institution in which he/she was last attached.

INFORMATION

1. In the case of a student who has already appeared at the H. S. Examination under this Council, the Migration Certificate will be issued after the publication of the result of the said Examination.

FOR DUPLICATE MIGRATION CERTIFICATE

For issuing duplicate Migration Certificate the student has to submit a letter issued by the Head of the Institution, where the student last studied or has been studying With G.D. copy.

D.S/P.T.G/ 3.04/13/2019 Dt : 26/8/2019/ 35000 copies.