

**APPLICATION FOR THE TAKING BACK THE ORIGINAL CERTIFICATES
FOR APPEARING IN COUNSELING**

The Principal
Motilal Nehru College (Evening)
Benito Juarez Road,
New Delhi-110021.

Subject: - Request for returning my original certificates.

Sir,

Kindly return my Original Certificates in order to enable me to appear in counseling of _____ to be held on

(Name of the University/ Institute)

at _____

(Name of the Place)

I am attaching herewith a self-attested copy of my call letter / notification of the result bearing my name for the purpose.

Thanking you,

Name: _____

Course: _____

Roll No.: _____

Fee receipt No.: _____

Receipt No. MLNCE/2016-17: _____

Mobile No. _____

Address: _____

Signature: _____

Dated: _____

Encl:-

All his/her original certificates be returned to the student.

Principal / A.O. / S.O. (Admin.)

Received all original certificates

Signature of student