

**ADARSH SHIKSHAN MANDAL'S
KONARK IDEAL COLLEGE OF SCIENCE AND COMMERCE, BHAL, KALYAN (EAST)**

College phone nos. : 9920653372 / 7718838222

Website : www.kicsc.com

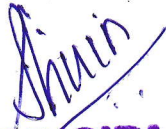
E mail id : konarkideal@idealcollege.in

PROCEDURE FOR APPLYING FOR DUPLICATE MARK-SHEET

1. The application form for applying for **Duplicate Mark-sheet** is available in the college office / on college website.
2. After filling the application form student has to **enclose an affidavit, NC from Local Police station.**
3. Get the application form checked at the counter no.2.
4. Deposit **requisite fees** of Rs.500/- towards the above with the cashier at counter no.1.
5. Submit back the **application form** in the office at counter no.2.
6. **Collect** the Duplicate mark-sheet after six working days from counter no.2

In case of any query Students / Parent can contact Registrar.




PRINCIPAL
KONARK IDEAL COLLEGE
OF SCIENCE & COMMERCE
Wasar, Kalyan (E), Dist.-Thane.