



**VINAYAKA MISSION'S
RESEARCH FOUNDATION**
(Deemed to be University under section 3 of the UGC Act 1956)

Directorate of Distance Education, Salem - 636308

Application for Course Completion Certificate

Candidate should read the instructions very carefully before filling in the columns.

1. Name of the Student :
(As registered in the University Records)
2. Father's Name :
3. Date of Birth :
4. Registration No. :
5. Name of the Course Studied :
6. Month & Year of passing :
7. Contact No. & e-Mail ID :
8. Details of Payment : DD/NEFT
9. Amount in Rs. :
10. DD no./NEFT Transaction ID :
11. Date of Payment :
12. Name of the Bank and Branch :
13. Complete address with PIN code :
for communication

Date:

Signature of the Candidate

Place:

FOR OFFICE USE ONLY

Batch:

Actual Month of Examination:

Month & Year of Last Examination attended:

Instructions to the candidates to submit the application for Course Completion Certificate

1. The application should be filled in with block letters.
2. The copies of Mark statements, Provisional certificate/Degree certificate of the respective course studied should be enclosed with the application without fail.
3. The processing fee of Rs.1000/- (Rupees One Thousand only) for Course Completion Certificate can be sent either by DD drawn in favour of the “**DDE, VMU**” payable at Salem or through NEFT payment to the following account.

Current Account Name : Vinayaka Missions Research Foundation (Deemed to be University),
Account No. : 188702000000176
IFSCode : IOBA0001887
Bank : Indian Overseas Bank, Vinayaka Missions Educational Inst. Campus (1887), NH
47, Main Institutions Admn. Building NH-47, Attaympatti (TP), Salem - 636308.

4. Address to which the Course Completion certificate is to be sent must be complete with postal/ZIP code.
5. Contact details including mobile number and e-Mail ID are to be mentioned in clear.
6. The duly filled in application along with necessary documents and DD / proof of NEFT payment should be submitted to **The Deputy Registrar (Admission & Finance)**, Directorate Distance Education, Vinayaka Missions Research Foundation (Deemed to be University), Ariyanoor, Salem – 636 308, TN.

For further details contact dde.admission@vmu.edu.in / sysadmin@vmu.edu.in