



**பாரதியார் பல்கலைக்கழகம் / Bharathiar University
Coimbatore 641 046**

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Application for obtaining Genuineness Certificate

The Agencies / Organizations are requested to submit a separate application for each degree.

1	Name of the Student				
2	Gender				
3	Description of the certificates to be verified (Specify) A. Consolidated Statement of Marks / All Marks Sheets B. Degree Certificate C. Provisional Certificate (Eligible Ensuing Convocation)				
4	Name of the Degree				
5	Branch				
6	Register Number				
7	Month & Year of Passing				
8	Name of the Affiliated Institution / University Department				
9	Type of Organizations / Agencies (Specify) 1. Govt. 2. Govt. Aided Institutions/ Agencies 3. Private Institutions/Agencies 4. Foreign Institutions/ Agencies				
10	Name and Address of the Employer/ Phone No./ E-Mail ID				
11	Address to which the Confidential Report has to be sent (Confidential Report will not be sent directly to the Candidates)				
12	Fee Details				Online Payment Receipt No.
	Govt.	Govt. Aided Institutions	Private Institutions/Agencies	Foreign Agencies/Institutions	Transaction No.
	Exempted	Rs.1000/-	Rs.1500/-	Rs.1500/- Air Mail Additional Rs.1500/-	Date: Fee:
13	Enclosures Required (Without any Attestation)				1. Degree Certificate 2. Provisional Certificate (Eligible Ensuing Convocation) 3. Receipt of the Online fee payment
14	Signature of the Employer With Seal Date:				
The fees should be paid through Online payment link https://fms.b-u.ac.in/exam-fees/					
Applications should be sent to the Controller of Examinations, Bharathiar University, Coimbatore - 46 by post.					

**INSTRUCTIONS TO APPLY FOR VERIFICATION AND AUTHENTICATION OF
THE GENUINENESS OF A DEGREE CERTIFICATE**

1. The request to verify and authenticate the genuineness of a degree certificate must be submitted by an institution, an embassy, an agency, or a company on its letter-head duly signed by an authority and individuals cannot apply. The template for the request is given on the next page.
2. If a candidate passed out in the recent past, yet to admit to the convocation, and has not been issued the degree certificate by the university, the institution may submit the provisional certificate of that candidate for verification in lieu of the Degree.
3. The **original degree certificate** (to be verified) issued by Bharathiar University should be **scanned clearly** (covering the full outer frame of the certificate) **as a single PDF file**.
4. **Do not affix any seal (institution, authority, or office seal or attest) on the certificate.**
5. **Fee** for verification and authentication of the genuineness of a degree certificate
 - o **For Embassies, private agencies, and commercial institutions : ₹ 1500/-**
 - o **For Aided institutions : ₹ 1000/-**
6. If the verified document consignment is to be sent **abroad - By Post**, it will be sent through India Post (Air Mail), and hence, the postal charge is **₹ 1500/-** per consignment, which should also be added to the verification fees and paid by the candidate to the university.
7. If the verified document consignment is to be despatched **within India**, the consignment will be sent through India Post by the university, and **no additional postal charge** is required.
8. The verification fee could be paid online through the university online payment portal at **<https://fms.b-u.ac.in/exam-fees/>** by selecting the purpose of remittance as **"Certificate Verification"**. On successful payment, download the online payment receipt.
9. Send the request for verification in the letter-head duly signed by the authority and a clean copy of the degree certificate along with the online payment receipt to the email address **dvs@buc.edu.in**. (Mention the **subject as Application for Genuineness Verification**)
10. The submitted request will be processed, verified, authenticated, and sent to the institution as per the mode chosen (e-mail or by post).
11. Defects, if any, such as incomplete applications, insufficient fees, or unclear scanned copies of certificates, etc., should be responded by the institution/candidate within a month. Unresponsive cases will not be attended to further.
12. The institution address and email address should be mentioned clearly to receive the verified document (sealed consignment).
13. It is the sole responsibility of the institution/candidate to provide the correct information and address.
14. For **any clarification** regarding the Genuineness verification process, the University may be contacted at +914222428193 or dvs@buc.edu.in (mention the **subject as CLARIFICATION-Genuineness**).
15. The university has the right to take a decision in case of any issues.