UNIVERSITY OF DELHI

Guidelines and procedure for application and issue of online Migration Certificate

1. The applicant is required to fill the online application form as available on the University of Delhi online certificates system portal on http://app.du.ac.in/mig_pro/ and pay fees in the integrated fee portal.

2. The applicants, while applying for the Migration Certificate, should choose the correct option as detailed below in terms of the enrolment number issued to him/her by the University at the time of initial enrolment.

Campus	Option
North Campus Colleges	North Campus
South Campus Colleges	South Campus

3. Prescribed fee for Migration Certificate are as follows:-
   Needed in India   Needed abroad
   Rs. 500/-   US$50   upto 10 years (from the last examination passed)
   Rs. 1000/-   US$100   more than 10 years (from the last examination passed)

4. The prescribed fee for the required Certificate can be remitted through payment gateway of the online migration certificate portal.

5. The applicant is required to upload any one of the following documents as a proof of his/her academic credentials in the College/University :
   - Self -attested copy of the Original Degree Certificate or
   - Statement of Marks of final year or
   - Provisional Certificate (for the particular year) issued by the University

6. The applicant is also required to upload any one of the following original identity proof:
   - Voter ID Card
   - Aadhaar Card
   - Driving Licence
   - PAN Card
   - Passport

7. On submission of the online application form, the applicant is required to take a printout of the duly filled up online submitted application form and the corresponding fee receipt.

8. Thereafter, the applicant is required to get the printout of the migration form duly certified by the Principal of the College/Head of the Department/ Director of the Institution where the applicant has last studied.

9. The applicant is required to submit the duly certified migration form as mentioned above to the University in hard copy form by hand or by post alongwith the following documents:
    - Self -attested copy of the Original Degree Certificate or
    - Self -attested statement of Marks of final year or
    - Self -attested Provisional Certificate (for the particular year) issued by the University
    - Any one of the Self -attested identity proof as mentioned at serial no. 6 above
    - Self -attested online fee receipt.

10. The particulars of the applicant given in the online application form should correspond with those given in his/her matriculation/secondary school certificate or equivalent examination certificate.

11. Online application form must be signed by the applicant himself/herself and in no case by someone else on his/her behalf.

12. Applicant, who after completion of a course, has migrated from this University to pursue some course in other University/College/Institution and has rejoined University of Delhi for pursuing any course here, will retain the same enrolment number, issued by the University of Delhi soon after the time of his/her admission in the College/Department of the University of Delhi.

13. Such applicants, who seek migration from this University without completing the course will have to upload his/her College/Department leaving certificate in original and undertaking to the effect that he/she surrenders his/her result duly countersigned by the Principal of the College/Head of the Department/Director of Institute.

    The applicant is required to upload the following documents:-

    - Recent passport size photograph.
    - Signature of the applicant.
    - Original identity proof (any one of the Voter ID Card/ Aadhaar Card/ Driving Licence/ PAN Card/ Passport).
    - Original Degree Certificate or Statement of Marks of final year or Provisional Certificate (for the particular year) issued by the University of Delhi.
    - Original College/Department leaving certificate and an undertaking of his/her surrender of result duly countersigned by the Principal/Head of the Department (for applicants who seek migration from this University without completing the course).

    Important Note:-
    - The onus of content/authenticity of the information being provided in the online application form and its attachments shall exclusively rest with the applicant.
    - The University shall, in no way, be responsible for any error/omission/commission/suppression of relevant information by the applicant while filling up the application form and uploading the documents required therein.
    - In case of issuance of a Migration Certificate on the basis of false/fabricated documents submitted by the applicant, the migration certificate so issued shall stand cancelled and withdrawn with immediate effect of detection of such falsehood.