हैदराबाद विश्वविद्यालय
University of Hyderabad
(A Central University Established by an Act of Parliament)

INSTITUTION OF EMINENCE

UH/ACAD/2025/ २१ **16/05/2025**

CIRCULAR

Subject: Important Instructions Regarding No Dues, Provisional Certificate, Transfer/Migration Certificate, and Original Degree for Outgoing Students

All outgoing students are hereby informed to take note of the following important procedures:

1. Mandatory No Dues Clearance

- It is **mandatory** for all students to complete the **No Dues** process in order to access their academic results. Students registered on SAMARTH portal and E-Governance Portal are required to complete their No Dues on their respective portals in order to access their results.
- Students must obtain clearance from **each and every concerned section/department.**
- The No Dues applications are visible at CE's Office login only after they are cleared by all other sections. Hence, students may check their No Dues status and contact the section concerned if it is pending for clearance.
- The Grade cards & **Provisional Certificate** will be available for download **only after successful completion** of the No Dues process.

2. Transfer Certificate (TC) / Migration Certificate (MC)

a) To obtain the TC/MC from SAMARTH portal :

- Students must **upload the Provisional Certificate.**
- A **fee of ₹1500** is to be paid.
- Once the request is approved, the **Transfer/Migration Certificate can be downloaded online** from SAMARTH Portal.

Note: Student passing outgoing semester (X semester in case of Integrated students and IV Semester in case of PG students) after attempting Supplementary examination shall select supplementary in drop down menu to generate TC/MC.

b) To obtain the TC/MC from E-governance portal (only for students registered on E-Governance portal) :

- Students must submit their **Provisional Certificate** along with fee receipt of **₹1500**, either at counter no. 1 of Academic Section or email the same to tcmcndc@uohyd.ac.in duly attaching the documents including id proof and address proof.
- TC/MC can be physically collected from counter no. 1 of Academic Section. Outstation candidates can request documents by post, however, postal charges of Rs. 100 will be applicable and should be paid in advance along with receipt of Rs. 1500. Speed Post will be sent to address mentioned on government ID proof and University of Hyderabad shall not be responsible for any delay or loss.
- Payments can be made through payment gateway available on acad.uohyd.ac.in.

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3. Original Degree (OD) Application

Students may obtain their **Original Degree (OD)** through either of the following options:

A. In Advance:
Submit the following documents in the Examination Section:

- **Payment proof** for ₹1500 (Paid at time of TC/MC)
- **Provisional Certificate**
- **Original Degree Application Form**

The OD will be **uploaded to DigiLocker** and can be downloaded by the student anytime provided the No Dues certificate process was completed and registered in Academic Bank of Credits.

B. During Convocation (In-Absentia /In-Person)

- Students may apply for the OD during convocation with the same set of documents as mentioned above.
- A printout of the OD will be given at the Convocation and the same will also be **uploaded to DigiLocker** after processing.

Important Note: *The University of Hyderabad does not issue any physical copy of the Original Degree. All degrees will be made available digitally via DigiLocker and the same are accessible to all candidates who have completed the NDC process.*

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Controller of Examinations