

**APPLICATION FOR THE ISSUE OF A DUPLICATE DIPLOMA CERTIFICATE/  
CONDUCTED BY THE STATE BOARD OF TECHNICAL EDUCATION  
AND TRAINING : : ANDHRA PRADESH : : HYDERABAD**

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1. Name of the Applicant :  
(IN BLOCK LETTERS)
2. Father's Name :
3. Address of the Applicant :
4. Commercial Instt./polytechnic through  
which the applicant appeared for the  
examination :
5. Registration No./PIN of last appearance,  
course, month and year of examination :
6. Detailed circumstances under which the  
application for the issue of duplicate certificate/  
Diploma is made :
7. Whether any complaint was given to the  
police about the loss of the certificate/Diploma  
and a certificate from above authorities obtained  
that after enquiry the Diploma/Certificate is  
beyond recovery. If so enclose the same :
8. Whether the affidavit made on a stamped  
paper for Rs.20/- regarding loss of the original  
certificate/diploma beyond recovery from the  
first class Magistrate is attached.
9. Whether the D.D. for Rs.300/- of the  
state Bank of India or Nationalised Bank  
obtained towards fee for issue of duplicate  
diploma/certificate in favour of secretary,  
S.B.T.E.T., A.P., Hyderabad. (Furnish Name  
of the Bank with D.D. number and date) :
10. Whether the certificate/diploma has  
at any time been suspended or cancelled :
11. Whether the copy of Marks list is  
enclosed :

## **DECLARATION**

I solemnly declare that the particulars furnished above are true to the best of my knowledge and belief.

Dated: \_\_\_\_\_

Signature of the  
Applicant

NOTE: The furnishing of inaccurate or false particulars will be viewed seriously besides with - holding of the duplicate certificate/diploma and disciplinary action as may be called for or deemed fit by the secretary, State Board of Technical Education and Training.

## **IDENTIFICATION CERTIFICATE OF THE PRINCIPAL**

I certify that the above particulars furnished by the candidate have been verified and found correct with reference to the records of the Institute/polytechnic and the applicant Sri./Smt./Kum. \_\_\_\_\_ (Name to be given) is the same person to whom the original certificate/diploma was issued and that the issue of the Duplicate to the candidate is recommended.

STATION:

DATE:

SIGNATURE OF THE PRINCIPAL  
WITH SEAL

## **DECLARATION**

I hereby declare that my original pass certificate / diploma bearing Sl .No. \_\_\_\_\_ with Regd.No. \_\_\_\_\_ of the \_\_\_\_\_ State Board of Technical Education and Training, Andhra Pradesh., Hyderabad \_\_\_\_\_ is neither suspended not cancelled by the competent authority.

Signature of the candidate

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NOTE:- The following certificates should be sent along with the application without fail.

1. Bank Draft for Rs.300/- in favour of secretary, state Board of Technical Education and Training, A.P., Hyd.
2. An affidavit on stamped paper worth for Rs.20/- certified by the first class Magistrate.
3. A declaration by the candidate that the original certificate/Diploma was not suspended or cancelled by the competent authority.
4. An Identification certificate from the concerned principal, of the Institute/polytechnic to the effect that the candidate is the same person to whom the original certificate/Diploma was issued.
5. Police enquiry certificate.

The application along with necessary enclosures should be forwarded to the S.B.T.E.T., through the principal concerned polytechnic.

## **AFFIDAVIT**

I.....Son / Daughter of .....  
.....Age.....Occupation.....  
.....resident of .....  
on solemnly oath and affirmation do are as under:

1. That I have appeared for .....  
Examination held in the month of .....19 with  
Regd.No.....through polytechnic,.....  
.....

2. That the original certificate/diploma issued to me by the state board of Technical  
Education and Training has been lost by me while.....  
.....(details).....  
.....and inspite of my best efforts, I am unable to trace it and it  
is lost beyond recovery. In case it is traced in future I shall submit it to the state board of Technical  
education and Training, Andhra Pradesh, Hyderabad for cancellation.

3. That I am in need of duplicate copy of the said certificate/diploma for which  
purpose, I am hereby making this declaration as required by the secretary, State Board of Technical  
Education and Training.

Signature of Dependent.

Date:  
(Court Seal)

Sworn before me.

Date:

First class Magistrate.

/AA/