

NATIONAL OPEN BOARD OF SCHOOL EDUCATION

Registered & Recognised by :- Government of India NCT of Delhi - INDIA
A Self-Government Autonomous Board under MHERD
Ministry of Labour Employment & Training

APPLICATION FOR CERTIFICATE CORRECTIONS

Date :-

1. Name & Registration No. of AC : _____

2. Name & Registration No. of EC : _____

3. Class VIII / X / XII : _____

4. Session Year : _____

5. Applying for Correction in [] : Marksheet / Migration / Provisional / Certificate

6. Details of Correction to be carried out in the document (specify) :

7. Fees paid if any :

| Date | Cash | D.D. No | Drawn on (Bank Name & Address) Payable at | Amount |
|------|------|---------|---|--------|
| | | | | |

8. Details of Marksheet / Migration / Provisional / Certificate

| S. No. | Name of Student | Father's / Husband Name | Session / Year | Document Surrendered |
|--------|-----------------|-------------------------|----------------|----------------------|
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Authorised Signatory of AC/EC with date

(Received the document as per the application above)

Note :- Necessary Document relating to corrections (Xerox Copy) should be attached

INSTRUCTIONS TO THE AC/EC

1.- Fees for Correction in Marksheet, Migration, Provisional, Certificate - per correction - Rs. 200 per sheet

2.- Necessary Document Required :- Document relating to corrections (Xerox Copy) should be attached along with the application. Old Certificate will be retained in the office of COE.

3.- This form will be valid only if it duly signed by the respective Directive / State Coordinator of the AC/EC.

4.- The fees should be paid in the form of Demand Draft in favour of "National Open Board of School Education-Delhi" payable at Delhi

5.- Fees once paid will not be refunded not adjusted for any other certificate under any circumstances.

6.- Application should be complete in every respect, failure to furnish correct details may cause delay in the issue of the certificate.

7.- Normal processing time required upon receipt of application form for correction is 15 working days (Correction requests are processed in the order of receipt and the Corrected Certificates have to be collect within one month from the date of issue.

8.- Any request for alternative arrangement will NOT be accepted once the application form is submitted.

9.- The National Open Board of School Education-Delhi reserves the right to withhold issuance of a Certificate to a student who has not paid fees or other fees owed to the NOBSE. Or who has failed to discharge all obligations towards the NOBSE.