

#### **THRISSUR - 680 596**

Dated: 23-12-2013

### **APPLICATION FOR MIGRATION CERTIFICATE**

University introduces the reorganized system for Online Submission of the application for Migration after Completion of course. Please find the following instructions.

### **How to Apply:**

1. Click on the link "Migration Certificate" on the University Website under *Academic Section* and click on "*Apply*" link.





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2. University Student login page will available.

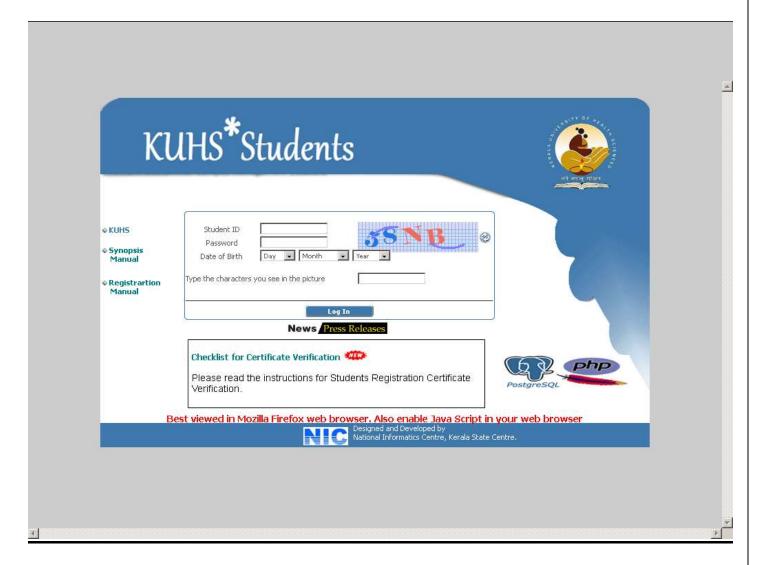


3. Enter Student Id, Password(Student Registration Number), Date of Birth and Captcha code.



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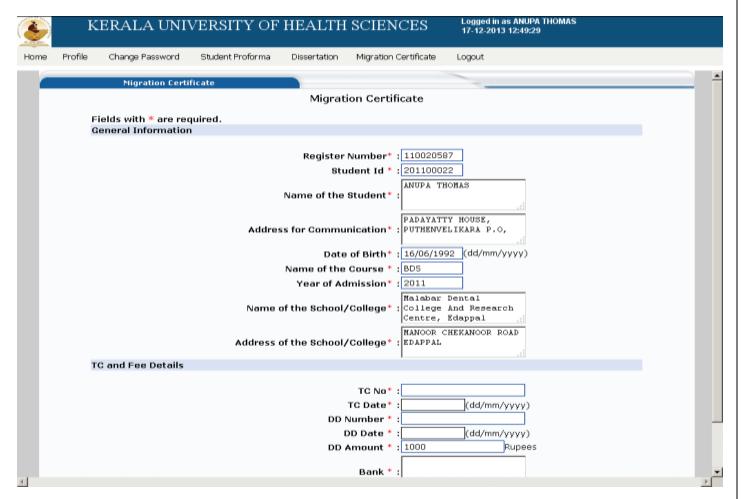
# **General Details:**

- 4. General details are already available ie, Student Id, Student Registration Number, Name of the Applicant, Address for Communication, Date of Birth, Course Name, Year of Admission, Name of the College, Address of the College.
- 5. General Details are not editable except Address for Communication.



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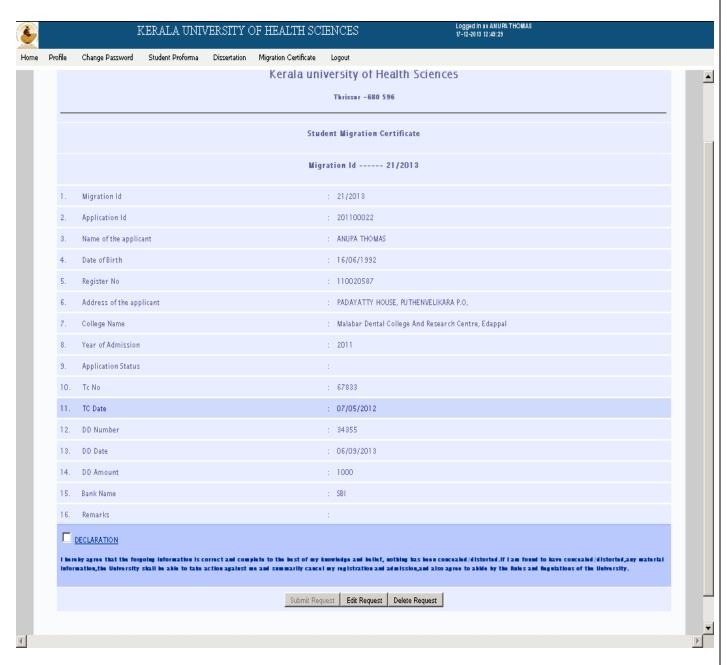
# TC and Fee Details:

- 6. Enter the TC Number, TC Date, DD Number, DD Date, and Bank Name.
- 7. DD Amount come automatically no need to enter the amount the university will provide it automatically.
- 8. If you want to save the data use the Click the button Save.
- 9. If the Application is saved successfully, you can see a page as below.



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- 10. If you want to cancel the Application, Click on the *Delete Request button* at the bottom of this page.
- 11. If you want to make any change in the Application, Click on the *Edit Request button* at the bottom of this page.



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- 12. After changing the Application, Click on the *Save button*.
- 13. Take the Printout of the Application by clicking the button *Submit Request*. And please note down the **Application No** printed at the middle of the printout of the Application.

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- 14. Please write your contact no. to which comunication can be made, on the application printout, before sending to the University.
- 15. This Report should be counter signed by the Principal / Head of Institution before sending to the University.

### **List of Enclosures:**

- 1. Application Printout.
- 2. Copy of Transfer Certificate (TC) issued.
- 3. Demand Draft taken in favour of Registrar, KUHS payable at Thrissur.
- 4. Self attested copy of original/provisional certificate.
- 5. An envelope with address to which the migration certificate has to be sent.

# **Fee for Migration Certificate:**

### For U.G

For candidates who have qualified from Medical Stream	Rs.1000/-
For Candidates who have qualified from Paramedical Stream	Rs.500/-

### For P.G

For candidates who have qualified from Medical Stream	Rs.2000/-
For Candidates who have qualified from Paramedical Stream	Rs.1000/-

Demand Draft should be taken in favour of Registrar, KUHS payable at Thrissur.

# Address to which Application should be send:

To

Registrar

**Kerala University of Health Sciences** 

**Thrissur – 680596** 



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# **Status of Application:**

If the applicant wants to know status of the application click on Status it will show the current status of the application.

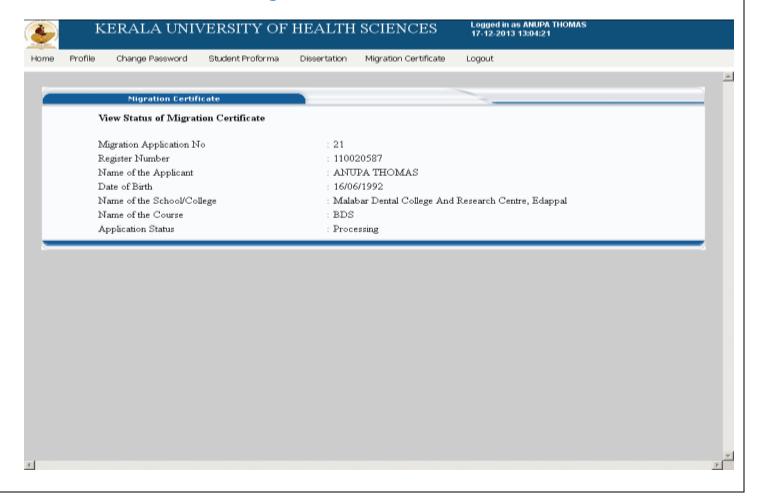
If applicant didn't take the print out just applied it will show the application "Saved".



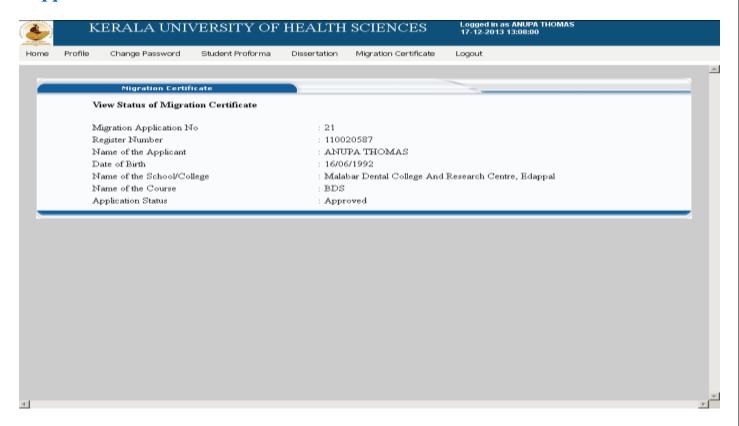
## If the Applicant is take print out the status will be "Forward to University"



The application form is reached in the university and university started to process the status will be "*Processing*"



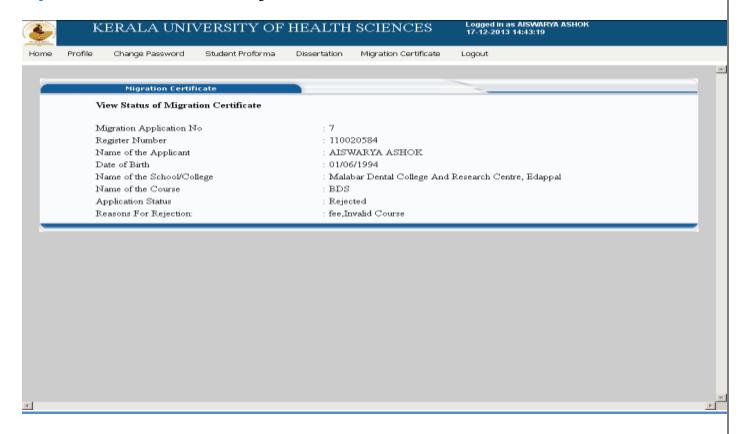
If the Application form is approved from university the status will be "Approved".



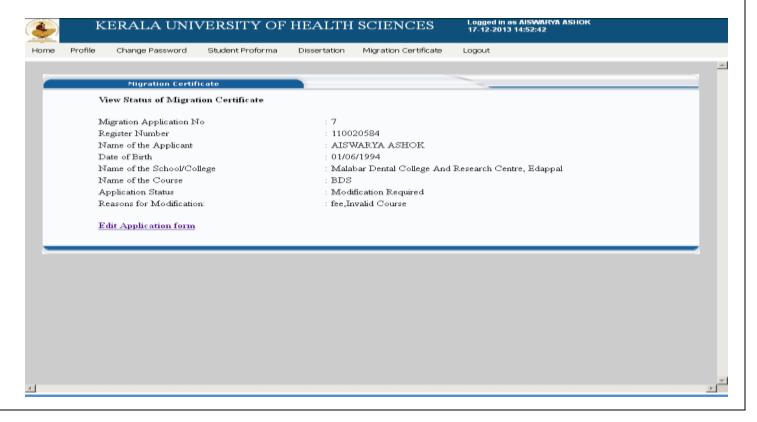
If the Application form is pending in the university the status will be "*Pending*" with reason.



If the Application form is rejected in the university the status will be "*Rejected*" with reason for rejection



If the Application form required any modification the status will be "*Modification required*" with reason for Modification. Another link is available for edit the application





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# Further help Contact:

Phone: +91 487 2207650, +91 487 2207664