



**OFFICE OF THE DEAN ACADEMIC AFFAIRS
RAJASTHAN TECHNICAL UNIVERSITY**

AKELGARH, RAWATBHATA ROAD, KOTA

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RTU/Acad./F(17)19/2017/ 16247

Date: 01.03.2017
10.

To
**The Principal/Director/Students
RTU Affiliated Colleges**

Sub: Online applications for the various Certificates to be issued from University.

Dear Sir/Madam

It has been noticed that students ^{are} seeking various certificates for higher education/employment purposes etc.. These certificates may be obtained on submission of application along with required documents, as mentioned below through email to Rajasthan Technical University at email rtu.dir.acad@gmail.com.

| SN | Certificate Required | Submission of Documents |
|----|--|--|
| 1 | English Language/Medium Certificate | (a) Copy of Consolidated Marksheet of Program (Engg.,MBA,MCA, BHMCT, Arch.) OR Copy of Provisional Degree Certificate (b) Copy of Identity Proof |
| 2 | Certificate for Conversion of Percentage into CGPA | (a) Copy of Consolidated Marksheet of Program (Engg.,MBA,MCA, BHMCT, Arch.) (b) Copy of Identity Proof |
| 3 | Certificate for MBA Specialization | (a) Copy of Marksheets of I, II III & IV Semesters. (b) Copy of Provisional Degree Certificate (b) Copy of Identity Proof |
| 4 | Certificate for Degree Equivalence Certificate | (a) Copy of Marksheets of I, II III & IV Semesters. (b) Copy of Provisional Degree Certificate (b) Copy of Identity Proof |

The required certificate (s) will be sent through email/post.

Yours Sincerely

(Prof. H.D. Charan)

Dean, Academic Affairs