

Procedure to apply Re-issue DMC/Degree and Provisional Degree Certificate: -

- 1. Download Re-issue DMC/Degree and Provisional Degree Certificate Application Form from the link as under:
<https://kuk.ac.in/hpcontent.php?action=hpcontent&id=MTEz>*
- 2. Attestation of Photo and certificate at the back of application form.*
- 3. Fee is Rs. 550/- for re-issue DMC, Rs. 800/- for re-issue Degree/Provisional Degree Certificate (Inclusive of postal charges).*
- 4. Pay Fee online through the link as under:
https://payonline.kuk.ac.in/index.php/home/fee_payment
(**Procedure of online Fee:** Click on above link → Select Any other case except above (e.g. Migration, Re-evaluation, Duplicate DMC etc.) → Fill all mandatory field and select Duplicate Degree Fee or Duplicate DMC Fee or Provisional Degree Fee (as per your requirement) from Fee Head dropdown box.)*
- 5. Read instructions carefully given on the Application Form.*
- 6. Attach ID proof compulsorily.*

*Send all scanned documents in one .pdf file on the official email ID:- **arcs@kuk.ac.in***

Note: - No need to send hard copy to avoid doubling, if sent the application is liable to be rejected summarily.

❖ Please note that except application form and documents no other query will be entertained in the above email.