



**REQUEST FORM FOR FINANCIAL NO DUES CERTIFICATE**

To,  
 The Director,  
 AcSIR Headquarters,  
 Ghaziabad

**Dated: DD/MM/YYYY**

Sir/Madam,

My personal particulars are:-

Name: \_\_\_\_\_ S/D/o, \_\_\_\_\_

Enrolment No. \_\_\_\_\_ Program: \_\_\_\_\_

Permanent Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Pin code. \_\_\_\_\_

Telephone no. with STD Code /Mobile No. \_\_\_\_\_

email ID (for future communications) \_\_\_\_\_

I submitted my AcSIR Ph.D. Thesis/ resigned from the AcSIR PhD Program on ( DD/MM/YYYY ) at AcSIR Centre \_\_\_\_\_ (Institute Name) under the supervision of Dr. \_\_\_\_\_ (name of the Research supervisor(s)). To the best of my knowledge, I have paid all the fee dues to AcSIR and have nothing outstanding to pay.

I may please be issued No Dues Certificate.

Yours faithfully,

**(Signature of the Student)**

**(Signature of Supervisor)**

**Forwarded by**

**(AcSIR Coordinator)**

**NO DUES CERTIFICATE**  
 (AcSIR Office Use Only)

**Receipt No. YYYY/\_\_\_**

It is certified that AcSIR office has 'NO FINANCIAL DUES' against Mr./Ms. \_\_\_\_\_, Enrolment No. \_\_\_\_\_ who submitted his/her Ph.D. Thesis/ resigned from AcSIR PhD Program on ( DD/MM/YYYY ) at the AcSIR Centre \_\_\_\_\_ (Institute Name).

Thesis submission/ resignation date verified as per the information received from the AcSIR Academic Centre as mentioned above.

..... Signature .....  
**(Academic Section, AcSIR HQ, Ghaziabad)**

..... Signature with date .....  
**(Finance Section, AcSIR HQ, Ghaziabad)**