

Vidya Vikas Education Trust's
LORDS UNIVERSAL COLLEGE OF LAW, MUMBAI 400 104
AUTHORITY LETTER FOR COLLECTING MARKSHEET

(to be completed by the candidate and submitted to the office personally for verification before going out of station)

Date : _____

To,
The Principal,
Lords Universal College of Law,
Goregaon (West),
Mumbai 400 104.

Sir/Madam,

I the undersigned, Mr./ Ms. _____ student of your college of _____ Year of LL.B. / B.L.S. LL.B. degree course. I have passed the Semester _____ Examination held in _____ 20____, Seat No. was _____. I am unable to take my marksheet personally because _____
_____. I seek your permission to authorize my _____ Mr./Ms. _____ the bearer of this letter to collect my original marksheet, of the F.Y.BLS/S.Y.BLS/T.Y.BLS/4th Year BLS/5th Year BLS/ F.Y.LLB/S.Y.LLB/T.Y.LLB. Examination conducted by the College / University in _____ 20 _____, on my behalf.

I state that I will not hold the college responsible if the mark sheet is spoiled / damaged / lost after being collected by the bearer of this letter.

My I-card/Hall ticket is given to the bearer for presentation while collecting my mark sheet.

Full Name of the person authorized: _____

Address of the authorized person: _____

Signature of the authorized person: _____

Identification proof of the authorized person submitted to the College: _____

Name & Signature of the student

Signature of the official who verified the signature of the student

Received original copy of the mark sheet of the above mentioned student

Date _____

Signature

(to be signed at the time of collecting mark sheet)