



डॉ. बाबासाहेब आंबेडकर तंत्रशास्त्र विद्यापीठ, लोणेरे

Dr. Babasaheb Ambedkar Technological University, Lonere

विद्याविहार, लोणेरे-रायगड ४०२ १०३ (महाराष्ट्र) Vidyavihar, Lonere - Raigad 402 103

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परिक्षा विभाग



Dr. Narendra S. Jadhav
Controller of Examination (I/c)

डॉ. नरेंद्र सु. जाधव
परिक्षा नियंत्रक (प्र.)

Necessary Documents Required for following Certificate

Students are requesting procedure to apply for various certificates issued by the Examination section. Kindly go through the instructions given below:

1. Procedure/Documents for the Provisional Certificate

- ❖ Application requesting for provisional certificate - To, Controller of Examinations, Dr. Babasaheb Ambedkar Technological University, Lonere stating name and PRN.
- ❖ No Dues certificate / L.C. / Clearance Certificate (From parent Institute where you completed your UG/PG).
- ❖ Provisional Certificate Fee, Rs 100/- to be paid from online by unisuite
 - Click on <https://dbatu.unisuite.in/PayList/EF>
 - Select Provisional Passing Certificate (Per Student)
 - Fill information and pay Rs.100/- online after payment receipt will be generated
 - Download receipt and attach in your application
- ❖ Scan copy of all mark sheets.

Send entire to following mail only.

examcertificate@dbatu.ac.in do not send mail to any other mail id

any issue related to payment contact dbatu_support@unisuite.in

- ❖ After seven working days, the verified document will be sent to the e-mail from the Examination Department.

2. Procedure/Documents for the Transcript Certificate

- ❖ Application requesting for transcript certificate - To, Controller of Examinations, Dr. Babasaheb Ambedkar Technological University, Lonere stating name and PRN.
- ❖ No Dues certificate / L.C. / (From parent Institute where you completed your UG/PG).

- ❖ All Semester Originals Marksheet (Xerox).
- ❖ Transcript Certificate Fee, Rs 1000/- to be paid from online by unisuite
 - Click on <https://dbatu.unisuite.in/PayList/EF>
 - Select Transcripts Fee
 - Fill information and pay Rs.1000/- online after payment receipt will be generated
 - Download receipt
- ❖ Attach receipt and document to be verified with application.
- ❖ Send entire to following mail only.

examcertificate@dbatu.ac.in do not send mail to any other mail id

any issue related to payment contact dbatu_support@unisuite.in

- ❖ Collect Transcript certificate from examination section after **fourteen working days** (No scan copy will be send).

3. Procedure for the Document Verification Certificate

- ❖ Application requesting for document verification - To, Controller of Examinations, Dr.Babasaheb Ambedkar Technological University, Lonere stating name and PRN.
- ❖ Attach document to be verified.
- ❖ Document verification fees Fee, Rs 500/- to be paid per student per document from online by unisuite
 - Click on <https://dbatu.unisuite.in/PayList/EF>
 - Select Verification Fees (Per Student)
 - Fill information and pay Rs.500/- online after payment receipt will be generated
 - Download receipt
- ❖ Attach receipt and document to be verified with application.
- ❖ Send entire to following mail only.

examcertificate@dbatu.ac.in do not send mail to any other mail id

Any issue related to payment contact dbatu_support@unisuite.in

- ❖ Collect verified document from examination section after **seven working days**.

4. Procedure for the Medium of Instruction Certificate

- ❖ Application requesting for medium of Instructions Certificate - To, Controller of Examinations, Dr.Babasaheb Ambedkar Technological University, Lonere stating name and PRN.

- ❖ Attach scan/zerox copy of final year mark sheet.
- ❖ No Dues certificate / L.C. / Clearance Certificate (From parent Institute where you completed your UG/PG).
- ❖ Medium of Instructions Certificate Fee, Rs 100/- to be paid from online by unisuite
 - Click on <https://dbatu.unisuite.in/PayList/EF>
 - Select Medium of Instruction Certificate Fees (Per Student)
 - Fill information in remark put medium of instruction and pay Rs.100/- online after payment receipt will be generated
 - Download receipt
- ❖ Attach receipt and document to be verified with application.
- ❖ Send entire to following mail only.

examcertificate@dbatu.ac.in do not send mail to any other mail id

Any issue related to payment contact dbatu_support@unisuite.in

- ❖ Collect verified document from examination section after **seven working days**.

5. Procedure for the Conversion Certificate (CGPA to percentage)

- ❖ Application requesting for Conversion Certificate - To, Controller of Examinations, Dr.Babasaheb Ambedkar Technological University, Lonere stating name and PRN.
- ❖ Attach scan/zerox copy of final year mark sheet.
- ❖ No Dues certificate / L.C. / Clearance Certificate (From parent Institute where you completed your UG/PG).
- ❖ Conversion certificate Fee, Rs 100/- to be paid from online by unisuite
 - Click on <https://dbatu.unisuite.in/PayList/EF>
 - Select CGPA To Percentage Conversion Certificate Fees (Per Student)
 - Fill information in remark put CGPA to Percentage certificate and pay Rs.100/- online after payment receipt will be generated
 - Download receipt
- ❖ Attach receipt and document to be verified with application.
- ❖ Send entire to following mail only.

examcertificate@dbatu.ac.in do not send mail to any other mail id

Any issue related to payment contact dbatu_support@unisuite.in

- ❖ Collect verified document from examination section after **seven working days**