

To,  
The Principal  
S. B. Jain Institute of Technology, Management & Research  
Nagpur

**Subject: Application for Character Certificate**

Respected Sir,

I am regular student of this college for the session \_\_\_\_\_ - \_\_\_\_\_ and request you to issue Character Certificate to me.

My particulars are as under:-

Full Name :- (Ms/Mr. \_\_\_\_\_  
(First Name) (Middle Name) (Last Name)

Program: - BE / M.Tech / MBA, Branch :- \_\_\_\_\_

Unique ID No:- \_\_\_\_\_ Enrollment No. \_\_\_\_\_

Email Id: - \_\_\_\_\_ Mobile No: - \_\_\_\_\_

Purpose of Certificate \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

I enclosed herewith a photocopy of College Fees paid receipt.

Date: \_\_\_\_\_

Place: \_\_\_\_\_

Yours faithfully,

Name and Signature of student