

NAGARJUNA GOVT. COLLEGE (A) NALGONDA

PROCESS FOR CERTIFICATE VERIFICATION

1. The Organizations approaching for third party verification of candidates shall contact the Examination branch at coengcollege1956@gmail.com
2. The College will charge a nominal amount of Rs. 1500/- for verification of certificates of each candidate. The payment can be made through online or by submitting a Demand Draft.
 - I. The Online payment details are:
 - a. Account Name. : **Examination Fee Fund**
 - b. Account No. : **1258/SB/01/000882**
 - c. IFSC Code : **CORP0001258**
 - II. DD in favour of **Principal & COE N.G. College,**
128/SB/01/000882 Payable at **Corporation Bank, Prakasham Bazar ,Branch Nalgonda.**
3. The Hard copies of the Original DD's are to be sent to the following Address:
To
The Controller of Examination,
N.G. College, Nalgonda,
HYD Road, Nalgonda (TS) – 508001.

After making payment the organizations shall approach the Examination Branch at coengcollege1956@gmail.com along with candidates details by enclosing the certificates (Consolidated Memo & Provisional Certificate) to be verified and the payment details (Scanned copy of DD or Online Transaction Payment Details to be enclosed)

The organizations are requested to furnish the following details.

- a) Organization Name
- b) Letter No. / Reference No.
- c) Head of the Organization
- d) Mobile No.
- e) E-mail address
- f) Organization Postal Address with pin code.
- g) Name of the employer(Company name where student recruited)
- h) Designation/Job role of the student

Note: The verification process can be done in a week time from the receipt of hard copy.

Sd/-
Controller of Examination
Nagarjuna Govt. College(A)
Nalgonda