

To
The Principal
NSS affiliated College in
Pune, Ahmednagar & Nashik Districts

Sub :- Issue of NSS Certificates...

This office issues certificates to those NSS Volunteers who have completed two years NSS Regular Activity and minimum one Winter Camp. To ensure speedy delivery of such certificates please ensure that the following is included in the list to be sent to this university.

1. Full and correct name of the volunteer in alphabetical order.
(Faculty and classwise)
2. Mention the two years period during which the volunteer was enrolled in NSS for example 2005-2006 and 2006-2007 (First year and Second year of NSS)
3. Mention gap year if he was fail.
4. If the volunteers had completed his one year in another college then mention college name and year and attach Xerox copy of that college letter he was NSS volunteer of that college Letter should be signed by Programme Officer and principal of that college.
5. Date and place of winter camp attended by the volunteers.
6. List of names for certificates should be in English as the certificates are printed in English.

Sr.No.	Name	Class	Sr.No.of volunteer in the list in I year e.g. 2005-2006	Sr.No.of Volunteer in the list in Ilyear e.g. 2006-2007	Date of Winter camp	Place of camp
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7. The demand and list in the above format should be sent well in advance taking into account the postal passage, time required to transfer the information on certificates, and then dispatch them to the respective colleges.

Thanking you,

Sincerely Yours,

NSS, Programme Go-ordinator

