



THE MAHARAJA SAYAJIRAO UNIVERSITY OF BARODA

Fatehgunj, Vadodara – 390 002, Gujarat, INDIA

Telephone : [+91-0265] • (Registrar) : 2795521

• (Dy.R. Exams/Academics) : 2750267, 2789485 • (AR Exams/Academics) : 2795502

PROCEDURE for VERIFICATION OF EDUCATIONAL QUALIFICATION(S) **(DEGREE CERTIFICATE / Statement of Marks or Grades)**

The agency desirous of verifying the educational documents earned by the candidate from The M. S. University of Baroda need to communicate to the following address;

The Deputy Registrar [Examinations],
1st Floor, University Head Office,
The M. S. University of Baroda,
Fatehgunj, Vadodara – 390 002.
Phone #: (0265) 2795502

The request of verification should be registered by sending;

1. The covering letter **on the company's/agency's letterhead**,
2. Xerox copy(ies) of the Degree Certificate/Statement of Grades (Grade-sheet)/Statement of Marks (Mark-sheet) of person(s) whose educational verification is required,
3. Charges of verification ₹300/- (plus postal charges extra) per Document/Degree Certificate
 - a. Paid either '**By cash**' at the Account section, Ground floor-University office, The M. S. University of Baroda, Vadodara – 390 002
 - OR**
 - b. Through the '**Demand draft**' drawn in favour of "The Registrar, The M. S. University of Baroda, Vadodara", payable at Vadodara.
4. **Self-addressed envelope** for sending the 'Verification certificate' in reply.

The verification request shall be sent via Simple post/Speed-post/Register AD/Courier/Hand delivery only in hard copy addressed to the above mentioned office.

The advanced scanned copies of the covering letter, document(s) to be verified and the demand draft may also be mailed to exams@msubaroda.ac.in followed with registration of the request on the e-link 'e-Request for Verification' on any of the following websites of the university:

www.msubaroda.ac.in

OR

<http://msub.digitaluniversity.ac>

Note:

VERBAL CONFIRMATION OF EDUCATIONAL VERIFICATION SHALL NOT BE COMMUNICATED BY THE UNIVERSITY.

Sd/-

Deputy Registrar (Exams)

For Registrar (OSD)

Click here to go to [e-Request for Verification](#)