

Procedure for obtaining Duplicate Memo of Marks/Date of Birth/Migration Certificate

Representation of the Candidate should be addressed to the Additional Joint Secretary, office of the Director of Government Examinations, A.P., Hyderabad on a plain paper with the following details.

1. Name of the Candidate
2. Father's Name
3. Roll Number, Month/Year of appearance
4. Name of the School
5. Name of the Centre
6. Challan/DD for Rs.80/- (DD in favour of **“The Secretary to the Commissioner for Government Examinations, A.P., Hyderabad”** obtained from S.B.H/S.B.I.
7. Xerox copy of Hall Ticket (if available)
8. Self addressed envelop along with Rs.5/- postal stamp.