



**Result Branch**  
**CHAUDHARY DEVI LAL UNIVERSITY, SIRSA**  
(Established by the State Legislature Act 9 of 2003)

**NOTIFICATION**

It is hereby notified that Executive Council in its 75<sup>th</sup> meeting held on 19.07.2024 vide Resolution No. 75.17 has approved the Format of Undertaking/Affidavit and Guidelines/Standard Operating Procedure (SoP) for issuance of Duplicate Degree/DMC/Diploma/Certificate and the same has been circulated vide this office Endst. No. Results/2024/7808-7893 dated 02.08.2024.

Now, the matter has been re-considered by the 76<sup>th</sup> meeting of Executive Council held on 25.03.2026 as directed by the Director General Higher Education, Haryana, Panchkula vide Memo No. 16/4-2024 UNP (4) dated 21.07.2024 and resolved vide Resolution No. 76.1 (2) as under:

**Processing Time for Issue the DMC / Degree / Diploma / Certificate**

- (a) For DMC/Degree/Diploma/Certificate issued within 03 years  
30 days from the date of the receipt of the fees
- (b) For DMC/Degree/Diploma/Certificate issued within 05 years  
45 days from the date of the receipt of the fees
- (c) For DMC/Degree/Diploma/Certificate issued within 05 years ago  
60 days from the date of the receipt of the fees  
Excluding Postal Time

Rest of Instructions/Guidelines/Standard Operating Procedure (SoP) for issuance of Duplicate Degree/DMC/Diploma/Certificate, are remaining the same.

-Sd-

Controller of Examinations

Endst. No. Results/2026/ 1266-1381

Dated: 07-04-2026

A copy of the above is forwarded to the following for information and necessary action:

1. All the Deans of Faculties, CDLU, Sirsa.
2. All the Chairperson(s) of University Teaching Departments, CDLU, Sirsa.
3. The Dean of Colleges, CDLU, Sirsa with the request to circulate the same to all colleges affiliated with CDLU, Sirsa.
4. The Director, UITDC, CDLU, Sirsa (with request to upload the same on University Website).
5. The Deputy Registrar (Academic), CDLU, Sirsa in reference to their office letter no. Acad./2026/11331 dated 27.03.2026 as follow up action.
6. The Joint Director, Local Audit, CDLU, Sirsa.
7. The Finance Officer, Accounts Branch, CDLU, Sirsa.
8. PS to Vice-Chancellor (for kind information of the Vice-Chancellor), CDLU, Sirsa.
9. Superintendent to Registrar (for kind information of the Registrar), CDLU, Sirsa.
10. Steno to Controller of Examinations (for kind information of the COE), CDLU, Sirsa.

Assistant Registrar (Results)  
for Controller of Examinations