

**APPLICATION FORMAT FOR DUPLICATE CERTIFICATE**  
**FOR NISM CONTINUING EDUCATIONAL PROGRAM (CPE)**  
**BY CANDIDATES REGISTERED WITH**  
**NATIONAL INSTITUTE OF SECURITIES MARKETS**  
**(ESTABLISHED BY SEBI)**

From:

\_\_\_\_\_ (Full Name)  
\_\_\_\_\_ (Address Line 1)  
\_\_\_\_\_ (Address Line 2)  
\_\_\_\_\_ (Tel No.) \_\_\_\_\_ (Mobile No)  
\_\_\_\_\_ (Email Id)

Date: \_\_\_\_\_

To

The Registrar  
National Institute of Securities Markets  
NISM Bhavan, Plot No. 82, Sector-17,  
Mumbai – 400 703.

Sub: Issue of Duplicate Certificate

Sir,

Kindly arrange to issue me the duplicate passing certificate of NISM CPE Program (as detailed below) [after incorporating change in name as I got married on \_\_\_\_\_], as the original is lost/misplaced /not traceable and hence is not available with me,

Name of the Candidate (as per the Registration Form)	CPE Program	PAN Number	Date of CPE Program	CPE Program Centre

As required, I enclose Affidavit cum Indemnity, duly notarized to enable you to consider my request for issue of duplicate certificate. [ Also enclosed is my marriage certificate issued by competent authority.] Please also find enclosed a DD, DD number \_\_\_\_\_ of amount Rs 200/- drawn on \_\_\_\_\_ Bank dated \_\_\_\_\_.

Yours faithfully,

Signature of Student)

Encl: Affidavit cum Indemnity

Text of Specimen Affidavit cum Indemnity to be submitted for issue of Duplicate Certificate ( to be executed on non-judicial stamp paper of Rs. 300/-)

### **AFFIDAVIT CUM INDEMNITY**

I, \_\_\_\_\_, (name of the candidate as per registration form) son/daughter of \_\_\_\_\_ aged \_\_\_\_\_ (years), resident of \_\_\_\_\_,

do hereby solemnly state on oath and affirm as under:

- 1) I say that I was a bonafide candidate and appeared for \_\_\_\_\_ (NISM CPE Programme) and successfully completed the same by attending CPE Program conducted by \_\_\_\_\_ ( name of the CPE Provider), on behalf of National Institute of Securities Markets on \_\_\_\_\_(DDMMYYYY).
- 2) I say that I have lost/misplaced my NISM CPE certificate, from my custody and the same could not be found or traceable with all my efforts.
- 3) I say that in the event, if the said certificate is found, I undertake to return the same to National Institute of Securities Markets.
- 4) I say that I have not given and/or handed over the original certificate to any person/entity for any purpose and that I will not misuse the duplicate certificate issued to me.

[Please note clauses 5 to 8 are to be included only if the applicant wishes to change her maiden name due to name change after marriage and has lost the original certificate that was issued by NISM.]

- 5) I say that, I am the applicant in the application being submitted for the change in name and as such I am fully conversant with the facts deposed here-below.
- 6) I say that my marriage was solemnized with Mr. \_\_\_\_\_ on \_\_\_\_\_. That according to the custom followed, consequent upon my marriage, my name has changed from Miss \_\_\_\_\_ to Mrs. \_\_\_\_\_. ( A Self Attested Copy of the Marriage Certificate dated \_\_\_\_\_, issued by \_\_\_\_\_ is attached.)
- 7) I further say that I am one and the same person as earlier known as Miss \_\_\_\_\_ before my marriage with Mr. \_\_\_\_\_ was solemnized and after the marriage, I am being known with my changed name as Mrs. \_\_\_\_\_.
- 8) I say that it is necessary to issue the certificate in the changed name for my future use and professional requirements.
- 9) I say that I swear that this Affidavit cum Indemnity, being produced before National Institute of Securities Markets, NISM Bhavan, Plot No. 82, Sector 17, Vashi, Navi

Mumbai 400 703, is submitted solely for the purpose to obtain duplicate certificate [with a change in name] in lieu of the original certificate.

- 10) I further say that National Institute of Securities Markets (NISM) having agreed to issue duplicate certificate for the aforesaid NISM CPE Programme, I, the undersigned, doth hereby agree to save, defend, indemnify and keep indemnified at all times NISM, its successors and assigns and its Board of Governors, its successors and assigns, its estate and effects, and its Director, Registrar and such other officers who may be in charge of NISM and/or responsible for administering examination/test at the relevant point of time and their successors and assigns from and against all actions, suits, proceedings, accounts, claims and demand whatsoever for or on account of the said certificate or otherwise in connection with the same, and from and against all losses, costs, claims, actions, demands, rises, charges, expenses, damages and losses arising in any manner howsoever.
- 11) I say that the contents of the above Affidavit cum Indemnity are true and correct to the best of my knowledge and belief and no part of it is false.

Solemnly affirmed at \_\_\_\_\_, on this \_\_\_\_\_ day of \_\_\_\_\_.

\_\_\_\_\_  
**IDENTIFIED BY**

\_\_\_\_\_  
**DEPONENT**

BEFORE THE NOTARY PUBLIC OR EXECUTIVE MAGISTRATE