



Ref.: C1/210113/OAA/ACR

Date: 13/01/2021

**Sub: Providing Certificates of Various Courses Completed from DHIU Without Completing 12 Year Integrated Course Duration.****Ref:**

1. Recommendation made by the meetings of Section Heads of DHIU main campus held on 09/09/2015, 17/11/2015 and 25/12/2018.
2. Discussion in the Senate meeting held on 15/08/2018.
3. Decision taken by the Senate meeting held on 14/06/2020.
4. Minutes of the DHIU UG Management and Principal meeting held on 12/01/2021.

**I. Introduction:**

Since Darul Huda Islamic University offers an integrated course of 12 years duration comprising 5 year Secondary, 2 year Senior Secondary, 3 year Degree and 2 year PG, certificate for any one of these courses is provided only after completing the 12 year course period successfully. This policy was taken in order to encourage the students, who are selected through a vigorous interview process and with full scholarship, complete the course and meet the objectives of DHIU. However, due to the long duration of the course many left in between. Most of them are still committed to the objectives of DHIU and highly talented but facing many difficulties due to lack of certificate for the completed part of their study. This problem was discussed in the academic bodies at various levels and finally DHIU Senate has approved to provide certificate for the course completed by the candidate if he fulfils the conditions mentioned below.

**II. The objectives:**

- a. To support their higher studies in both religious and secular scheme.
- b. To ensure their involvement in achieving the goals and objectives of DHIU.
- c. To help them find appropriate jobs (especially in the case of NIICS candidates).

**III. The conditions:**

- a. Completion of all requirements for the course, for which the candidate has applied for the certificate, as a regular student in any one of DHIU affiliated Institutions.
- b. Completion of one academic year after leaving the Institution.
- c. Completion of three years after the Secondary/ Sen. Secondary/ Degree course for which he has applied. (This is to discourage drop outs and is considered as period of examining whether the student is eligible to be conferred a certificate from a religious institution).
- d. The candidate should be adherent to the objectives of DHIU and Samastha Kerala Jam'iyatul Ulama.

#### IV. Procedure:

- a. Submit duly filled application form at the Office of Controller of Examinations along with necessary documents stated below:
  - i. Photo copy of Adhar/Identity card.
  - ii. Leaving Certificate from the Institution where the candidate had studied the course/s.
  - iii. Recommendation letter attested by both Academic and Administrative heads of the Institution.
  - iv. A letter attested by President/Secretary of SMF/SKSSF from his mahallu stating the candidate's religious and organizational affiliations (The name, designation and contact number of the attesting authority should be clearly mentioned).
- b. Pay the fees as following: (at Office of Examination)
  - i. Application Fee: 500.00
  - ii. Fee for each Certificate: 200.00
  - iii. Fee for each Mark list: 50.00



A handwritten signature in blue ink, consisting of several loops and a long horizontal stroke at the end.

**Registrar (Academics)**

#### Copy to:

Controller of Examinations  
Principals of DHIU campuses and UG colleges  
Web Admin