



KARNATAKA STATE PHARMACY COUNCIL
514/E, I Main, II Stage, Vijayanagar, Bangalore – 560 104
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E-mail: kspcreg@gmail.com, Web: www.kspcdic.com

Duplicate Certificate

1. General Instructions

- Registered Pharmacist has to renew and then apply for Duplicate Certificate.
- Use KSPC-E form for Renewal. Click http://kspcdic.com/o_renewal
- For Profile updation use KSPC-F form.

2. Eligibility:

1. Pharmacist who have registered with Karnataka State Pharmacy Council only.
2. Registered Pharmacist who has lost the KSPC Registration Certificate.
3. Registered Pharmacist whose certificate is spoiled / torn / damaged.

3. Fees (Refer Notifications - <http://www.kspcdic.com/sites/default/files/Fee%20Structure%2031-12-2016.pdf>)

Fee can be directly remitted to the following account by NEFT / NetBanking (Credit & Debit Card)

a) Loss of KSPC Registration Certificate

Fees for 1st Duplicate –Rs. 5,200.00/-
Fees for 2nd Duplicate – Rs.10,200.00/-

Bank Name: State Bank of India
Branch: Vijayanagar II Stage
IFSC Code: SBIN0040231
Account Name: "Karnataka State Pharmacy Council"
Account Type: Savings Bank
Account No. : 52117060304

4. Documents to be submitted online for Certificate spoiled / torned / damaged

1. Attach the torn / spoiled /damaged certificate

5. Scan and keep ready all the following documents:

- a. Proof for Date of Birth - SSLC or 10th marks card / Cumulative Record / 10th School Leaving Certificate / 10th Transfer Certificate / Birth Certificate / Pan Card / Passport (issued by competent authority)/ Aadhar Card.
- b. Marks card – SSLC or 10th marks card issued by competent authority.
- c. Marks Card – P.U.C. marks card issued by competent authority.
- d. Marks card - First Year & Final Year Marks Card of Diploma in Pharmacy issued by competent authority and college approved by Pharmacy Council of India.
- e. Marks card – All the marks cards of B.Pharm / Pharm D issued by competent authority and college approved by Pharmacy Council of India.

- f. Pharm D / Pharm D (Post Baccalaureate) Internship - A certificate of satisfactory completion of training shall be obtained from the relevant administrative authorities from the hospital which shall be countersigned by the Principal or Dean of the Pharmacy College you studied.
- g. Diploma Certificate issued by Board of Examining Authority / Competent authority recognized.
- h. Provisional Degree Certificate of issued by University / Competent authority. **(Accepted within one year from the date of issue of certificate).**
- i. Convocation Degree Certificate of the qualification you intend to register issued by University / Competent authority.

6. Police complaint acknowledgement (in complaint **KSPC Registration. No..... dated is missing** should be mentioned)

7. Affidavit (not less than 15 working days from the date of Notarization)- On Rs.20/- Non Judicial Bond Paper attested by Notary as per format in case the registered pharmacist has lost his Registration Certificate issued by the Karnataka State Pharmacy Council. (Click <http://www.kspcdic.com/sites/default/files/Affidavit%20for%20Duplicate%20Certificate.pdf> to download the affidavit format)

8. Photo - Scan the recent **passport size colour photo** (jpg, jpeg, tif, png).

9. Signature - Sign and Scan your signature in BLACK ink only (jpg, jpeg, png).

10. If payment is made by NEFT, the Counter foil of the payment remitted to KSPC account should be uploaded.

Application Form - Print the copy of the auto generated Application Form sent to your mail sign (in BLACK ink only) and send Original torn / spoiled /damaged certificate along with all the original documents with 15" * 11" size self-addressed (Capital letters only) non-terable cloth lined cover to KSPC office for verification within 7 working days.

ALSO MENTION ON COVER **"ONLINE APPLICATION FOR DUPLICATE CERTIFICATE"**

Note:

- 1. Original Certificates submitted by the pharmacist will be returned along with the Duplicate Certificate issued by the Council.
- 2. Retention of Name in the register - Renew every year before 31st of March as per Sec.34 of the Pharmacy Act, 1948.
- 3. The council is nowhere responsible for any wrong information provided by the pharmacist and deviations from the original certificates. Please ensure proper filling of the application before submission.