Ramakrishna Mission Vivekananda Educational and Research Institute (Deemed-to-be University as declared by Government of India under Section 3 of UGC Act, 1956)

[Formerly Known as Ramakrishna Mission Vivekananda University], Belur Math, West Bengal, India

Form No. RKMVU/CON/2018/

Application for Award of Degree/Diploma/Certificate in Convocation

<u>F</u>	or Office Only: Received Rs as Convocation fee and late fine of		
_ _	Affix a recent passport size self-		
_	Date		
	Signature of Cashier with Seal		
	Mode of receiving certificate [Please tick (√) whichever is applicable]:		
	A. In person at the Convocation B. In Absentia after the Convocation		
1.	Name of the Candidate (in Block Letters):		
2.	,		
3.			
4.	. Month and year of passing final examination under this university:		
5.	Course:		
6.	Department and School/Faculty Centre:		
7.	7. Name of the Degree/Diploma/Certificate applied for:		
8.	B. Date of Birth:		
9.	Mother's Name:		
10.	Father's Name:		
11.	Home-Address:		
12.	Address for Correspondence:		
13.	Land Phone/Mobile No.:		
14.	Email:		
15.	If certificate is to be taken in absentia, please mention the address to which it is to be sent:		
16.	Total Credit completed and CGPA:		
17.	Topic of Thesis/Dissertation/Project work, if any:		

17a If yes write down the semester	ession Course No. an
Title:	
Declaration	n by the Candidate:
the best of my knowledge and belief. I declare examination due to disciplinary reasons during the	document(s) furnished along with this form are genuine to that I have not been debarred from appearing in an period of my study in this University. I have cleared all my of my passport size photograph (or my photograph ha
Date:	Full Signature of the candidate
Recommendation of the Dean/Cou	urse Coordinator/Head of the Department:
Certificate may be issued to the above candidate	(Name), with Reg./ID No
, of the course	at the School
Faculty Centre	who has fulfilled all th
academic requirements for the award of degree/ dip	oloma/ certificate.
Date, Place and Official Seal Full sign	nature Dean/Course Coordinator/Head of the Department
For office use only Date and year of Convocation: July 2018 ID No. of the Candidate:	
The above candidate may be/ may not be conferr (strike off whichever is not applicable)	ed the said degree/diploma/certificate in person/ absentia
Verified by	Countersigned by
Office of the Controller of Examinations	Registrar's office

Instructions:

- 1. Last date of submission of this form: 7 days before the date of convocation (without late fine), 3 days before the convocation (with late fine of Rs.200/-)
- 2. <u>Convocation Fees:</u> a) For those receiving degree/diploma certificates in person at the convocation: Rs.500/
 - b) For those receiving degree/diploma certificates on a date after the convocation: Rs.1000/-
 - c) For those wishing to receive degree/diploma certificates by post: Rs.1100/- (including postal charges).
- 3. Fees to be paid either by cash or by Demand Draft drawn in favour of the 'Ramakrishna Mission Vivekananda University' and payable at UBI, Belur Math Branch.

Documents to be enclosed with this application form:

- 1. No Dues certificate
- 2. Attested copy of consolidated grade sheet(if applicable).
- 3. Original copy of provisional certificate (if applicable).
- 4. Identity Card