

## Circular

**Subject:** Eighth Convocation Ceremony - Submission of Original Degree Convocation Form

It brings us immense joy to announce that the University is going to organize its Eighth Convocation ceremony tentatively scheduled in the last week of February 2024. In this regard, all candidates who have successfully completed their respective courses in the Academic Batch 2022-2023 or earlier batches are advised to take note of the following important information:

1. Candidates are required to submit the Original degree application form which is available on the University website.
2. Candidate must submit the complete form with the prescribed fee along with all the necessary self-attested documents, as a hard copy in the University Administrative Office.
3. The last date for the submission of the Convocation application form is February 09, 2024 (Friday).

We suggest all the eligible candidates to submit the convocation form as early as possible to ensure a smooth and efficient processing of their application.

For any queries or further assistance, please feel free to contact the University Administrative Office.

We extend our best wishes to all candidates who will be participating in this momentous event.

With best wishes,

Sd/-  
Divyanshu Goel  
Registrar

### Copy above Information to –

1. All Concerned
2. PS to Hon'ble Pro-Chancellor
3. PS to Hon'ble Vice-Chancellor
4. Joint Registrar
5. Controller of Examinations
6. Deans /Directors/ Principal/ Director IQAC
7. Faculty Members
8. Administrative Office (for vide circulation and information, please)
9. IT Cell (Update on Circular on University website for vide circulation and information, please)
10. Examination Cell (Update the Office records and for further process)
11. University Guard File

Sd/-  
Divyanshu Goel  
Registrar