

FOR OFFICE USE ONLY

Press 266/8-2007/50,000 Copies

Price Rs.10/-

Fee Receipt No. if paid in cash
 Date.....Amount Rs.....
 Fee if paid by postal Orders
 Demand Draft Nos.....
 Total amount Rs.....
 Postage Receipt of Rs.50/- if paid in cash.....
 Date.....

Degree written by.....
 Degree issued by.....
 Date.....
 Fees Checked by.....
 Singnature of the Cleark.....

**DR. BABASAHEB AMBEDKAR MARATHWADA UNIVERSITY
 ANNUAL CONVOCATION FOR CONFERRING DEGREE**

N.B:- All entries must be correctly made in applicant's own Hand writing . Application with incorrect and incomplete entries will be rejected .

To
 The Registrar , Dr. Babasaheb Ambedkar Marathwada University , Aurangabad . (M.S.)
 Sir,

I request admission in Person/Absentia to the Degree as my First/Second/Third Degree of this University at the conovocation to be held in the month.....

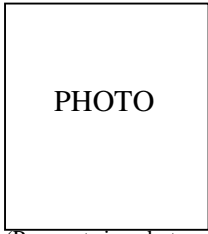
Full particulars about the examination passed , etc. are given below:-

1.	Name in full in CAPITAL letters Male/Female (As per Examination Form)	Applicant's Name /Father's/Husband's Name Surname
2.	Name in full Devnagri Script (Marathi)	
3.	Whether Regular or External ? Name of the College if regular	REGULAR / EXTERNAL
4.	Pelase State the Caste if you belong to backward classes .	Caste Sub-Caste
5.	Name of the Degree Examination Passed.	(Division) in words()
6.	Seat No.....	Month and year of Examination Passed Centre Oct.Nov/ April-May.200
7.	Special or optional subjects offered at the Degree Examination.or Methods of B.Ed.or B.P.Ed Degree	(1).....(2).....(3).....
8.	Onlyof M..B.S./B.A.M.S./B.H.M.S./B.D.S./ B.Pharm. Degree holders) informtion regarding completion of Internship/ Industrial Training. Form Dr. Babasaheb Ambedkar Marathwada University	I have completed the Internship/ Industrial Training Course form.....to at.....Certified Singanture of Dean/Principal with stamp Singnature of the applicant
9.	Only for Second Degreee holders, () Information regarding First Degree ontained by the candidate form Dr. Babasaheb Ambedkar Marathwada University or any other University (Attested Copy of latest marks memo and Degree Certificate be submittes in case First Degree is obtained.) 9 (a) Only for B.E. &B.E. (Arch.) Students Please submit the marks memo of T.E.& B.E.Passed.	I have obtained First Degree i.e. being Seat No.....from..... University conferred Annual Conovocation
10.	(a) Correspondance Address :- (b) (Devnagri Script)(Marathi)	<i>Yours Faithfully</i> Signature Date..... Perment Address

Important Note: The Candidate should bring their Indentity proof while Collecting the Degree Certificate.

IDENTITY CERTIFICATE

(To be filled in and completed while submitting the form)



(Passport size photograph with Signature and stamp of Attesting Officer)

I.....
.....hereby certify that the marginal photograph of
Shri/Kumari/Smt..... who is applying
.....of.....Degree /Diploma /Certificate

has signed in my presence.

Singnature of the Applicant

Singnature of the attesting
Officer /Teacher/Member with designation Stamp
(Stamp is essential)

In case , it is not possible for the applicant to paste a photograph in time , he/she may get the following encloresment completed.

ENDORSEMENT

I.....hereby certify that
Shri / Kumari / Shrimati.....is personally known to me
His / Her identification marks are 1.....
He / She has signed in my presence 2.....

Singnature of the applicant

Singnature of the attesting
Officer /Teacher/Member with designation Stamp
(Stamp is essential)

CONTROL SHEET FOR (Office Use only)

NAME OF THE CANDIDATE.

EXAMINATION PASSED March April /Oct.Nov.

SEAT NO.

FROM PROCESSED BY

Singnataure

Date

RESULT / DIVISION / REMARKS

Singnataure

Date

REMARKS BY I / C

Singnataure

Date

DEGREE WRITTEN BY

Singnataure

Date

DEGREE CHECKED BY

Singnataure

Date

Date of Conovocation

Singnature of the Concerned Incharge

RECEIPT

ReceivedDegree / Diploma / Certificate
From the Registrar, Dr. Babasaheb Ambedkar Marathwada University, Aurangabad. (M.S)

Date:

Receiver's Signature
with address.....
Identifire Singnature

0.5 Every person who passes an examination for degree, diploma or certificate of University Examination shall be eligible for conferment of the same , in person or in absentia at his option, on payment of fees , as mentioned below and in testimony there of degree , diploma or a certificate , as the case may shall be awarded to him

For First Degree Holders

	Degree certificate	Fees Registraion Fees	Total
For taking degree certificate in person	Rs. 100/-	Rs.100/-	Rs.200/-
For taking degree certificate in absentia	Rs. 100/-	Rs.100/-	Rs.200/-

For Second Degree Holders in the same Faculty or thereaftr

In person	Rs. 150/-	Rs.150/-	Rs.300/-
In absetntia	Rs. 150/-	Rs.150/-	Rs.300/-
In person For M.Phil	Rs.250/-	Rs.250/-	Rs.500/-
Degree Certificate Ph.D.	Rs.300/-	Rs.300/-	Rs.600/-
In absentia For M.Phil	Rs.250/-	Rs.250/-	Rs.500/-
Degree Certificate Ph.D.	Rs.300/-	Rs.300/-	Rs.600/-

- *Note* : Those who apply for Certificate or Diploma examination shall have to pay a fee of Rs. 300/- for taking the same in person and Rs.300/- in absentia.

The candidate who apply for conferment of degree/diploma/certificate in person , should collect the same on the day of Conovocation and also should be present in the procession failing which thier application will be treated as absentia and fee will be charged to them accordingly.

Provided that , if a degree/diploma/certificate is not demanded at a given address on payment of Rs.50/- for one year and thereafter Rs.50/- per year for Maharashtra State , Rs.100/- for out of Maharashtra and Rs.1000/- out of Country towards postal charges or not collected by the candidate in person whithin a period of one year from the date of respective conovocation , an additional amount of Rs. 100/- per annum and thereafter Rs. 50/- per annum will be charged.

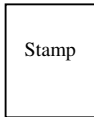
Annual Conovocation For Conferring Degrees.

1. Fee may be paid in cash in the Registrar's Office between 11-00 a.m. to 2-30 p.m. on all working days or sent by Demand Draft payable to the Registrar. The Registrar will not be responsible form loss or money sent in an unregistered cover.
2. All candidates taking thier Degree/Diploma/ Certificate whether in Absentia or in Person are requested to write in their application the permanent as well as correspondance address in full.
3. On production of fee receipts the Certificate will be distributed to candidate receiving their degree In person in the University Office , on the Conovocation day. They must bring with them the original receipts.
4. Candidates who have applied for receiving thier degree in person and are including in the Procession are requested to be present at the place of the procession before one hour of the Conovocation ceremony on the Conovocation Day with Digree Certificate and must appers in the prescribed Academic Costume.
5. Those who desire to receive thier degree in person , and join the procession are requested to receive their degree and Gowns from the University from 09-00 a.m. to 2-00 p.m. on a Conovocation Day. The Gowns will be made availbleon payment of Rs. 25/- as hire chrges. In addition to this Rs.50/- will have to paid as deposit for Gowns which will be refunded after the Gowns is returned to the office. Only those who wear the Academic Cosume, as prescribed will be allowed in procession at the Conovocation.
6. Complaints regarding the Non-receipt of fee receipt Degree Certificate or error in the Degree Certificate should be made within one month from the date of the Conovocation or receipt of the Degree Certificate.
7. The candidate who desire to obtain the Degree / Diploma/ in Ansentia and resides outsides Aurangabad should remit Rs. 50/- Maharashtra and Rs. 1000/- for out of Maharshtra and Rs. 1000/- out of Country ; towards Postal Chrages for dispatching the Certificate alongwith application.

8. Candidates who are submitting forms for obtaining their Degree are requested to write the receipt No. and date of fee (Receipt) paid for the Conovocation purpose at the top at left side of the Application forms.
9. The prescribed application forms and fees should be sent in time . Only fees or only application form for obtaining their Degree / Diploma/Certificate will not be accepted.
10. In case fee receipt issued by this office is lost Rs.50/- for Maharashtra State Rs.100/- for out of Maharashtra and Rs. 1000/- out of Country should be remitted for despatching Degree Certificate by post.
11. Certificate of the candidate who are taking the certificate in absentia and those who have paid the postal chrges will be dispatched at the correspondance address.
12. In thier correspondance /letter / telegrams for issue of certificate , the candidate should invariably write their name of the Examination , the Seat No. and correct year of the examination at the top for a quick action by the office . Letters should be brief and to the point . Letters received without above particulars will not be attended.
13. Latest marks memo and True Copy of Digree /Diploma / Certificate and Passing Certificate should be submitted.
14. Duplicate Digree Certificate will be issued after Submission of an affidavit from Magistrate alongwith the application form.

Book-Post

Ref.NoEx/Conv./



Date :-----

From:
 The Registrar.
 Dr. Babasaheb Ambedkar
 Marathwada University,
 University Campus
 Aurangabad.. 431 004.
 (M.S.)

To.
 Shri/ Shrimati / Kumari.....

