

**VIJAYANAGARA SRI KRISHNADEVARAYA UNIVERSITY****“Jnana Sagara” Campus, Vinayaka Nagar, Cantonment, Ballari-583105.**

REGISTRAR (EVALUATION)

Tel: 08392-241011/242504

To,  
Registrar (Evaluation)  
Vijayanagara Sri Krishnadevaraya University,  
Ballari- 583105  
Sir.

I request to apply for the U.G/P.G/Diploma/PhD Degree Convocation Certificate of the University and..... I have not applied for Convocation certificate, prior to this application.

All particulars regarding the U.G/P.G/Diploma/PhD degree for which I seek Convocation certificate are given below:

Particulars	To be filled by the candidate	Remarks
1. Name of the Degree/ U.G/P.G for which applied for Convocation certificate		
2. Register Number		
3. Month and Year of Passing		
4. Class obtained at the above Examination		
5. Optional subjects offered at the above Examination (if necessary)		
6. Name of the Department, College, Centre, through which appeared and Passed		
8. Sex:		
9. Prescribed fee paid: UTR No ..... Date ..... Amount .....		

**NOTE:**

True copies of Statement of Marks from First Semester to Final Semester (attempt-wise) and three passport size photos should be enclosed along with the application.

**NAME IN FULL CAPITAL LETTERS**

Name to be recorded in the Degree/Diploma Certificate (as per record) both in English and Kannada.  
(as per U.G./P.G Marks card)

IN KANNADA

IN ENGLISH

The prescribed fee of Rs \_\_\_\_\_ is paid through NEFT to the Finance Officer, Vijayanagara  
Sri Krishnadevaraya University, Ballari. I declare that the statements made above are true and correct.

Original Eligibility/Reg. No \_\_\_\_\_ OR Registration No \_\_\_\_\_  
Date: \_\_\_\_\_

Address for Correspondence:

Write Pin Code Number:

Mobile No.	Email ID:

Yours faithfully,

Student Signature

The following shall be the fees for issuing convocation for U.G/P.G of the University

1)	For a Degree / Diploma in absentia		
2)	For a Degree or Diploma in Absentia (Foreign Students)		

TO BE FILLED BY THE OFFICE

SIGNATURE WITH DATE

1. Scrutiny done by (with reference to the  
Original result sheet.

1.....

2.....

2. Name of the Artist by whom the Degree/ Diploma  
Certificate is written


1.....

2.....

3. Degree / Diploma Certificate Compared by

1.....

2.....

	<b>VIJAYANAGARA SRI KRISHNADEVARAYA UNIVERSITY</b> "Jnana Sagara" Campus, Vinayaka Nagar, Cantonment, Ballari-583105.
REGISTRAR (EVALUATION)	Tel: 08392-241011/242504

To,

Smt/Sri \_\_\_\_\_

PIN CODE

Mob/ Ph. No:

Despatch Clerk,  
O/o. The Registrar (Evaluation),  
Vijayanagar Sri Krishnadevaraya University, Ballari.

### INSTRUCTIONS TO CANDIDATE

1. The venue of 7th Annual Convocation will be notified in due course.
2. Candidates entitled to degree and those who intend to receive them on the occasion are required to send their application along with the prescribed fee so as to reach the Registrar, (Evaluation), Vijayanagara Sri Krishnadevaraya University, Ballari. on or before the last date Specified the convocation notification.

NOTE:

The prescribed convocation application form can be downloaded from the University website: [www.vskub.ac.in](http://www.vskub.ac.in). The filled in application, along with the necessary documents and Convocation fee Should be paid through NEFT to The Finance Officer SB A/c No 3866101000855, Canara Bank (IFSC Code: CNRB0003866) VSK University Campus Branch, Ballari, may be sent to the Registrar (Evaluation), Vijayanagara Sri Krishnadevaraya University, Jnana Sagara Campus, Ballari - 583105. The NEFT details must be clearly entered in the convocation Application form.

3. The fees paid once will not be refunded or adjusted to next convocation.
4. Candidates should write legibly their name and postal address in full in the columns provided in the application form and also in the address slip.
5. The Degree Certificate of the those students applied for the convocation will be dispatched to their concerned Colleges/Departments after the Convocation.
6. Any correction in the certificate should be brought to the notice of this office within 2 weeks from the date of receipt of the degree certificate by the candidate concerned.
7. Applications which are received after the prescribed date will not be entertained.