



# दक्षिण बिहार केन्द्रीय विश्वविद्यालय CENTRAL UNIVERSITY OF SOUTH BIHAR

SH-7, Gaya-Panchanpur Road, Village : Karhara, Post: Fatehpur P.S : Tekari, District : Gaya (Bihar) Pin-824236

## APPLICATION FORM FOR DEGREE CERTIFICATE IN ABSENTIA

1. Name of the Applicant :
2. Enrolment No. :
3. Name of the Programme :
4. Session :
5. Father's Name :
6. Aadhar Card No. :
7. Mobile No. & E-mail ID :
8. **Enclosures** (Please tick)
  - i. Grade Report of all previous semesters
  - ii. Cumulative Grade Report / Provisional Degree Certificate
  - iii. Fee receipt for Degree Certificate
  - iv. Copy of AADHAR Card
9. **Declaration** : I, hereby, declare that I have submitted No Dues Certificate and no document is pending against me to be submitted to the office as on date.

**Date:** \_\_\_\_\_ **Signature of the applicant**  
I have verified the information provided by the student and declare that the candidate is same who is receiving the Degree Certificate and has signed in presence of the undersigned.

**Date:** \_\_\_\_\_ **Signature of HoD /HoD (I/c)**  
**Note:** The Demand Draft should be in favour of "Central University of South Bihar" payable at GAYA.

## OFFICE OF THE FINANCE & ACCOUNTS

Fee paid vide **Online / Demand Draft / Cash** (Please tick on appropriate mode of payment)

Mode of Payment : \_\_\_\_\_ Amount : \_\_\_\_\_

No. & Date of the Instrument : \_\_\_\_\_

Remarks of the Accounts Section : \_\_\_\_\_

**Receipt No. & Date :** \_\_\_\_\_ **Signature with Seal of the Verifying Officer**

## OFFICE OF THE CONTROLLER OF EXAMINATIONS

Mr./Ms./Km./Sri. \_\_\_\_\_ has passed the examination held in \_\_\_\_\_

The application is in order and the payment for degree certificate in absentia has been made.

Degree Certificate No. \_\_\_\_\_ Dated \_\_\_\_\_

Entered at Page No. \_\_\_\_\_ at Sr. No. \_\_\_\_\_ of the Degree Certificate Register

Dealing Assistant

Section Officer

Assistant Registrar

Controller of Examinations  
Signature with Date & Seal