



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	<input type="checkbox"/>
ii. Cumulative Grade Report / Provisional Degree Certificate	<input type="checkbox"/>
iii. Fee receipt for Degree Certificate	<input type="checkbox"/>
iv. Copy of AADHAR Card	<input type="checkbox"/>
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