	SUMANDEEP VIDYAPEETH (Declared as deemed to be University Under Section 3 of UGC Act, 1956) Vill.: Piparia, Tal.: Waghodia, Dist.: Vadodara-391760(Gujarat)
COE Dr. K.S. Poonacha	Phone: +91 2668 245262/64/66 Ext: 444 (D) Fax: +91 2668 245292 URL : www.sumandeeperuniversity.co.in; E-mail : www@sumandeeperuniversity.co.in

No. SV/E/CON/4627/02/2017

22nd February, 2017

To

All the students who are due for receiving their degree/diploma at next convocation.

Dear student,

I Congratulate you on having passed qualifying examination in your stream to receive convocation.

I am pleased to inform you that Sumandeep Vidyapeeth has decided to have its Convocation tentatively in the month of April, 2017. The detailed programme will be placed on the website as soon as it is finalized.

I enclose herewith an application form to be filled in by you. It will be appreciated if you remain present and accept the degree/diploma in convocation. By attending the convocation you will be able to meet all your friends, colleagues and faculty. Those students who remain present personally will be considered as Presentia and will be paying Rs. 3,100/- (out of which Rs.1, 000/- is deposit which will be refunded as soon as the gown and cap are returned). Those students who could not remain present personally will be considered as absentia and they have to pay Rs.2400/- if he/she resides within India. Those students who reside abroad and cannot come personally to collect their degree/ diploma, such students can apply to receive the degree in Absentia by paying Rs. 2,700/-.

The prescribed fee is as under:

In Presentia			In Absentia		
(a)	Form fee	Rs. 200/-	(a)	Form fee	Rs. 200/-
(b)	Gown charges	Rs. 400/-	(b)	Convocation fee	Rs. 2,000/-
(c)	Deposit for gown	Rs. 1,000/-	(c)	Postage within country	Rs. 200/-
(d)	Convocation fee	Rs. 1,500/-	(d)	Postage outside country	Rs. 500/-
(e)	Late fee charges	Rs. 500/-	(e)	Late fee charges	Rs. 500/-

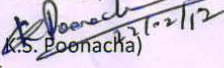
The fees should be deposited either by cash or through Demand draft or cheque of the Bank which have facility of payable at par in favour of "Sumandeep Vidyapeeth" on any Bank payable at Vadodara. The Convocation can also be paid online (Please visit www.sumandeeperuniversity.co.in). The university will not be responsible for the loss of cash enclosed along with the application form. Payment through money order will not be accepted.

The late fee will be applicable to those who will till the from after 31st march, 2017.

The dress code for the students who attend the convocation is formal dress.

In case if you need more information you may feel free to contact Mr. Arup Sinha, Assistant Registrar (Exam) on 097274 26982.

Yours Sincerely


 (Dr. K.S. Poonacha)
 COE
 Sumandeep Vidyapeeth



Encl: As stated

Copy to:

- The Officiating Vice-Chancellor, Sumandeep Vidyapeeth
 - The Registrar, Sumandeep Vidyapeeth
 - The CFO, Sumandeep Vidyapeeth
- Handwritten notes: Honey 22/2/17, Keel*



SUMANDEEP VIDYAPEETH
(Declared as Deemed to be University u/s 3 of UGC act of 1956)
Piparia, Ta: Waghodia, Dist: Vadodara – 391 760

APPLICATION FORM FOR CONFERRING DEGREES AT
ANNUAL MEETING OF THE BOM

Tentatively April, 2017 (date will be intimated) "as Convocation Day"

Use Gum
only to affix
your recent
Passport
Size
Photograph

Notes:

- 1) All the entries must be filled correctly. Applications with incorrect and incomplete entries will be rejected and no complaint in respect of the same will be entertained.
- 2) Attach the legible XEROX Copy of the mark sheet of final year examination passed for verification as well as internship / Course completion/Residency certificate (if applicable).
- 3) Application form can be downloaded from this University's Website: www.sumandeepuniversity.co.in.
- 4) Put "✓" in box provided whichever is applicable and "x" whichever is not applicable.

To,
The Controller of Examinations,
Sumandeep Vidyapeeth, Piparia.

Dear Sir,

I confirm to remain present in the convocation programme of Sumandeep Vidyapeeth.

I request to consider me to receive the degree of Sumandeep Vidyapeeth in absentia.

	To be filled in by the candidate	To be filled in by the office
1. Examination		
2. Seat No.		
3. Month & Year of passing final year examination		
4. Date of internship completion/ course completion		
5. Class /Grade obtained		
6. Write full name of the College from where you have passed your Degree /Diploma		
7. Specialization, if any		
8. Admission to Convocation	<input type="checkbox"/> IN PRESENTIA	<input type="checkbox"/> IN ABSENTIA

The prescribed fee of Rs _____ is paid in cash / remitted by Crossed Demand Draft/Cheque _____ dated _____ drawn on _____ Bank Payable at Vadodara in favour of the "Sumandeep Vidyapeeth" is enclosed herein.

The Convocation fee can also be paid online. (Please visit www.sumandeepuniversity.co.in for details).

TO BE FILLED IN BY CANDIDATE

Full Name in capitals _____

Residential Address _____

Pin code No. _____ Phone (R) STD Code _____ No. _____

Mob. No. _____ E-mail _____

Date: - - 2017

Signature of Candidate _____

Please see overleaf

:2:

N. B. :

1. Candidates are required to write their name accurately since the degree certificate will be issued in the name written in their application form.
2. The fee for admission in presence is Rs. 3100/- (Rs.1,000/ refundable deposit) while for in absentia the fees would be Rs. 2400/- if he/she resides in India and Rs. 2700/- if he/she resides outside the country.
3. Fees and other charges paid once shall not be refunded.
4. The fee should be sent either by cash or by the Crossed Demand Draft/Cheque drawn on any scheduled Bank payable at Vadodara (Gujarat) drawn in favour of the "Sumandeep Vidyapeeth", Piparia.
5. **In no case fees shall be accepted by money order or currency notes (enclosed with application form).**
6. No complaint, about the loss of currency notes enclosed alongwith the application, shall be entertained.