

**NOTIFICATION**  
**EIGHTH ANNUAL CONVOCATION 2018**

**Sub :** Inviting applications for the Eighth Annual University Convocation to be held during September 2018.

**Ref :** Vice Chancellor's approval dated 30.06.2018

The Eighth Annual Convocation of the University will be held on 1<sup>st</sup> September (Saturday) 2018. All those candidates who have been declared successful in the degree examination conducted by the University are eligible to apply for the convocation. The last date for submitting filled in application form for convocation along with the prescribed fees is as follows:

Last date for submission of application form without fine : **01/08/2018**

Last date for submission with penal fee of Rs. 100/- per day : **07/08/2018**

**CONVOCATION FEES**

	<b>In person*</b>	<b>In Absentia</b>
For General Category	Rs. 1,500/-	Rs. 1,000/-
For SC/ST Category (Attested caste certificate to be enclosed)	Rs. 750/-	Rs. 500/-

**\* All Ph.D, M.Phil and Post Graduate degree holders and only Rank holders of Bachelor Degree are eligible to receive degrees IN PERSON.**

- ❖ The eligible candidates have to download the application form from JAIN UNIVERSITY website – [www.jainuniversity.ac.in](http://www.jainuniversity.ac.in)
- ❖ The duly filled in application form along with **recent colour photograph** and photocopies of all the marks cards and prescribed fees should reach the office of the concerned School/Centre where they completed their studies, before the last date.
- ❖ The candidate should ensure that the particulars entered in the application form tally with details in the marks cards like NAME, SUBJECT, REGISTER NUMBER, YEAR OF PASSING, CLASS DECLARED etc.
- ❖ Incomplete applications will not be considered and no communication will be entertained in this matter.
- ❖ The convocation fee once paid will not be refunded or re-adjusted for the next convocation.
- ❖ Application will not be received directly by Controller of Examinations.

The Directors of all the Schools / Centres are requested to verify and consolidate all the applications received from the students and submit the same along with a statement to the Controller of Examinations on **09.08.2018**.

**Controller of Examinations**

## INSTRUCTIONS TO THE CANDIDATE

1. Candidates should write their names (in Block letters both in English and Hindi version) legibly as registered for the University Examination.
2. Photo copies of Marks Cards of all the examinations should be enclosed.
3. Candidates should write their Optional / Electives / Specialisations clearly in the application.
6. The prescribed fee for the degree certificate are as follows:

For General	Rs. 1,500/- (in person)	SC/ST	Rs. 750/- (in person)
For General	Rs. 1,000/- (in absentia)	SC/ST	Rs. 500/- (in absentia)
7. Prescribed fee should be remitted to "JAIN UNIVERSITY" by Cash / Demand Draft.
8. Prescribed Fees once paid will not be refunded or adjusted for the future convocation.
9. **Applications will not be accepted after the due date.**
10. Incomplete applications will be rejected.
11. **AADHAR** number of the candidate should be mentioned and copy of the same should be enclosed along with the application.
12. ALUMNI Registration Fee Rs 500/= (Mandatory)