



**5th CONVOCATION**  
**FORM TO RECEIVE THE DEGREE**

1. Roll No. \_\_\_\_\_ Department \_\_\_\_\_
2. Programme of Study : UG : B.Tech./B.Pharm./IDD/IMD  
PG : M.Tech./M.Pharm./Ph.D.
3. Academic Programme completed on date : \_\_\_\_\_ 4. NO DUES Cleared : YES / NO  
(Date of last examination)
5. Name of the Student (in English)\* : \_\_\_\_\_
6. Name of Student (in Hindi)\*\* : \_\_\_\_\_
7. Current Postal Address : \_\_\_\_\_  
\_\_\_\_\_
- Pin Code : \_\_\_\_\_ e-mail id : \_\_\_\_\_ Mobile No. : \_\_\_\_\_

8. Tick one of the following boxes applicable to you :

**YES, I shall attend the Convocation and receive the Degree in person.**

I have deposited **Rs. 1500/-<sup>+</sup>** through online<sup>#</sup> Ref. No. \_\_\_\_\_ dated \_\_\_\_\_, the e-receipt is enclosed herewith as fee for receiving the Degree in person. (if you are opting to attend the **Convocation** in person, you will compulsorily have to attend the **Convocation rehearsal scheduled on October 16, 2016**)

**NO, I shall not be able to attend the Convocation.**

I have deposited **Rs. 500/-<sup>+</sup>** through online<sup>#</sup> Ref. No. \_\_\_\_\_ dated \_\_\_\_\_, the e-receipt is enclosed herewith as fee for conferring the Degree in absentia.

<sup>#</sup> You may follow the procedure to deposit the Convocation Fee : [www.onlinesbi.com](http://www.onlinesbi.com) → Select **State Bank Collect** → Then click **Proceed** → Select State **“Uttar Pradesh”** and **“Education Institution”** → Select **“Indian Institute of Technology (B.H.U.), Varanasi”** → Select Payment Category **“Convocation Fee”** and fillup the form for deposition of said fee for online deposit.

Date : \_\_\_\_/\_\_\_\_/2016

Signature of the Student

+ **Only for M.Tech./M.Pharm. students who took admission in 2013-14 Session onwards: the Convocation fee would be Rs. 1000/- for attending the Convocation and no fee for receiving the degree in absentia.**

\* If there is any variation in the name, you must write separately (through e-mail/SPEED POST) duly supported by a copy of the last Degree/Certificate.

\*\* The Degree will be awarded in trilingual Sanskrit, Hindi & English. The change of name in Hindi should not be made unless you are sure of its correction.

If you are unable to submit this form in DOAA Office in person, you may send the scanned copy along with e-receipt and other enclosures, if any through mail latest by **October 10, 2016**. You may post the same through SPEED POST at the following address, in case you are not having mailing facility.

**The Dean (Academic Affairs)**  
**Indian Institute of Technology**  
**(Banaras Hindu University), Varanasi**  
**Varanasi-221005, Uttar Pradesh (INDIA)**

PS : For any queries related to Convocation please contact **Academic Section, IIT(BHU), Varanasi**

Tel.No. : 0542-6702067, 6702075; e-mail: [academics@itbhu.ac.in](mailto:academics@itbhu.ac.in)