

SHRI JAGDISHPRASAD JHABARMAL TIBREWALA UNIVERSITY

Vidya Nagari, Jhunjhunu-Churu Road, Chudela, Jhunjhunu-333001, Rajasthan

..... CONVOCATION FORM

APPLICATION FORM FOR CONVOCATION TO OBTAIN DEGREE IN PRESENTIA / ABSENTIA

(BY DEPOSITING A FEE OF ₹ 5000/- FOR SCHOLARS)

(BY DEPOSITING A FEE OF ₹ 1500/- FOR ACADEMICS)

PRESENTIA

ABSENTIA

Name of applicant (Capital in English) _____

Name of applicant (In Hindi) _____

Roll No. / Registration No. _____

Enrollment No. _____

Father's Name _____

Name of the Exam Passed _____

Year and Month of Passing _____

₹ _____ remitted vide Cash Receipt No./Demand Draft No. _____ dated

_____ (Demand Draft must be in favour of JJT University, payable at Jhunjhunu and should be crossed before dispatch) or NEFT.

Address on which the Degree/Diploma

is to sent by Registered Post (IN CAPITAL LETTERS)

(Signature of applicant)

Pin code:-

FOR OFFICE USE ONLY

Mr./Ms. _____ passed the _____

Examination held in _____ under Roll No./Reg.No.

_____ His/her name stands already approved by the board of management. He/

She can /could not attend the Convocation of the University to obtain the Degree. The application

is in order and the payment for degree in Presentia/ Absentia has been verified. The candidate may

be admitted to the said degree in Presentia/Absentia. Entered on page _____ at Sr. No.

_____ of the Degree Register.

(Account Section)

(Incharge)

Registrar

Note: - For Ph.D. Scholar ignore the ₹ 5000/- fee, if already paid.

Food and accommodation will be provided free of cost on convocation day only for Students/ scholars in Sharing).

INSTRUCTIONS FOR FILLING OF FORM

- 1. Name in Full (IN CAPITAL LETTERS)** – Should write as given in provisional certificate/mark sheet of qualifying exam which should match with 10th board certificate/mark sheet.
- If there is any controversy in the name written in application form for admission and the name in convocation form, no degree will be issued due to incorrect information in the convocation form, the degree is issued with correct name, the candidate will have to pay the additional fee of ₹ .500/- for the same. Self attested true copy of the statement of marks/Provisional certificate should be attached to the application form.
- 3. Name of the Exam. Passed –**
- 4. Availability of Forms:**
The application form for Convocation is available at University office or you may download from the University web site www.jjtu.ac.in
- 5. Fees :**
 - Candidate who desire to receiving the degree in **presentia** at the time of convocation will have to pay the prescribed fee of ₹ **5000/-** for research Scholars and ₹ **1500/-** for academics Students.
 - Candidate who desire to receiving the degree in **absentia** will have to pay prescribed fee of ` **5000/-** For Research Scholars and ₹ **1500/-** for academics Students. If the degree certificate is to be sent outside India, postal charges will be charged of ₹ **500/-**
- 6. Submission of Forms:** To be submitted to “Registrar, Jagdishprasad Jhabarmal Tibrewala University, Jhunjhunu-Churu Road, Jhunjhunu” by Speed post or by hand.
- 7. Mode of Payment and Timing :**
The prescribed convocation fee may be paid in University office by D.D. drawn in the favour of **JJT UNIVERSITY, payable at Jhunjhunu (Raj.)** , by Cash though **NEFT** on all working days, between 9.00 a.m. to 3.00 p.m. (if you pay fee by NEFT then Please contact to accounts deptt.08104883372, 09667979327). Email Id- **accounts@jjtu.ac.in**

SHRI J J T UNIVERSITY Ph.D.
HDFC Bank
A/c No- 50200028167665
IFSC - HDFC0001312
Branch-Jhunjhunu
Type- Current A/c

Enclosures to the Application form:

- Demand Draft, drawn in favour of JJT University payable at Jhunjhunu
 - A self attested copy of the Provisional degree/statement of marks / mark sheet/certificate of 10th
- Academic Costume ₹500/- as security money. It will be refunded after returning the gown.
 - For further query you may contact on **08104883420,9667212249,08104883413**

By Order
Registrar