

No :

In-Person / In-Absentia  
(Score out which is not applicable)



# BHARATHIDASAN UNIVERSITY

(Re-Accredited by NAAC at 'A' level among the Universities)  
Tiruchirappalli - 620 024

**APPLICATION FOR ADMISSION TO THE CONVOCATION**  
(Read the instructions carefully before filling the application)

Particulars of Demand Draft				Remarks (For office use only)
Name of the Bank	D.D. No.	Date	Amount	

1. Name of the Candidate (in English)  
(as entered in University Records in  
Block letters)

Name in Tamil

2. Expansion of initials in English  
in Tamil

3. Date of Birth \_\_\_\_\_

4. Sex (Tick in appropriate Box)

Male

Female

5. Community (Tick in appropriate Box)

OC

BC

MBC

SC

ST

6. Address to which communications are  
to be sent (write legibly)

a. Phone No.

(With STD code) \_\_\_\_\_

Pin code

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b. Mobile Phone No. \_\_\_\_\_

7. Details of the Degree for which the application is now made

(i) Degree qualified \_\_\_\_\_

(v) Year of Passing

(ii) Subject / Major \_\_\_\_\_

(vi) College / Centre for

Distance Education : \_\_\_\_\_

(iii) Examination Reg. No. \_\_\_\_\_

(iv) Year of admission

(vii) Centre code

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**UG :**

Part	Maximum Marks	Marks Obtained	Month & Year of Passing	Class
I				
II				
III				

Optional Subjects :

1. \_\_\_\_\_
2. \_\_\_\_\_

Special / Elective Subjects :

1. \_\_\_\_\_
2. \_\_\_\_\_

**P.G. & Professional Course Candidates only**

Maximum Marks	Marks obtained	Class

8. Whether the candidate has already obtained a Degree? If so, give details

a. Name of the Degree and the University from which it was obtained

b. Year with Reg. No.

9. Whether the Candidate has already obtained

a similar Degree? If so, furnish details

Application defective in any form or insufficient in particulars will be summarily rejected

**ENCLOSURES**

1. Attested Xerox Copy of the previous Degree / Course of study (whichever is applicable).
2. Attested Xerox Copy of the Consolidated Mark Statement qualifying for the present degree.
3. Attested Xerox Copy of the Provisional Certificate of the present degree.
4. Attested Xerox Copy of the Communication if any for admitting the candidate to present course as received from this office for transfer of College / University.
5. E-Receipt for Rs. \_\_\_\_\_ Ref.No.: \_\_\_\_\_

**Station :**

**Date :**

**Signature of the Candidate**

**Certified that the particulars furnished have been verified and they are correct**

**College Seal with date**

**Signature of the Principal / Head of University Department**

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Tiruchirappalli - 620 024

## CONVOCATION

### Instructions to the Candidates

1. All the Candidates of the U.G. courses who have won Prizes or Medals and all the candidates who are qualified for Post - Graduate Degrees (First Class candidate only) M.Phil., & Ph.D., since the last convocation shall be admitted to this convocation In-Person. However if these candidates desire so, they may apply for admission to convocation In-Absentia.
2. All other candidates shall be permitted to take their degrees In - Absentia only.
3. All those candidates who have undergone the Course in Affiliated Colleges/Autonomous Colleges and have passed in the qualifying examination shall send their application forms through the respective Colleges. **DEGREE CERTIFICATES OF ALL THE CANDIDATES FROM AFFILIATED COLLEGES / AUTONOMOUS COLLEGES WHO ARE ADMITTED INTO THE CONVOCATION IN-ABSENTIA SHALL RECEIVE THE DEGREE & DIPLOMA ONLY THROUGH THE RESPECTIVE COLLEGES.**
4. All those candidates who had already qualified for the degrees and had not applied so far should submit their applications directly to the University with the necessary convocation fee, as permitted in 12 (a) for both Degree and Diploma Candidates.
5. Bonafied Teacher Candidates and all those who have passed in qualifying Examinations through various Colleges / Departments of Bharathidasan University / Centre for Distance Education shall send the application forms directly to the CONTROLLER OF EXAMINATIONS by post along with the necessary fees.
6. The Date of Convocation will be notified in the local dailies later.
7. The application form should be accompanied by ATTESTED XEROX copies of the Marks Statements.
8. a) Graduates of Bharathidasan University who apply for following degrees should enclose along with the application an attested photostat copy of their original qualifying Degree / Diploma and the relevant column in the application form should be carefully filled in :  
**B.Ed., M.Ed., M.A., M.Sc., M.Com., M.B.A., M.R.Tech., M.C.A., M.R.Sc., ( 3 Year Course)  
M.Phil., Ph.D.,**
- b) CANDIDATES WHO HAVE OBTAINED THE BASIC DEGREE FROM UNIVERSITIES OTHER THAN BHARATHIDASAN UNIVRSITY, AND HAVE QUALIFIED FOR A HIGHER DEGREE AT THIS UNIVERSITY, SHOULD ENCLOSE THEIR ORIGINAL DEGREE CERTIFICATES SUCH OF THOSE CANDIDATE WHOSE BASIC DEGREE CERTIFICATE IS WITH ANY OF THE OFFICE OF THE UNIVERSITY, SHALL MAKE A SPECIAL MENTION OF IT AND QUOTE THE REFERENCE AND PURPOSE FOR WHICH IT WAS SENT.
- c) The Present Degree Certificate will be released only on production of the basic degree certificate, if any
- 9 a) Candidates who are qualified for an Additional degree (Additional Branch) either in Under-Graduate or in Post - Graduate Course will not be admitted into the Convocation. These Candidates are eligible for the award of an ADDITIONAL PASS CERTIFICATE for which they have to apply separately.
- b) Candidates who are qualified for a TITLE or DIPLOMA or CERTIFICATE shall await for separate notification to send their applications and permitted in In- Absentia only.

10. Candidates who have improved their previous performance (after obtaining the Degree Certificate) and now wish to apply for Degree Certificate so as to include the improved class, will not be admitted into the Convocation Degree Certificate, indicating the improved class will be issued separately. Such Candidates will have to use a separate application, which will be provided on request.
11. **Candidates applying for the convocation must apply in the prescribed application form and the convocation fee should be paid by online [www.bdu.ac.in](http://www.bdu.ac.in) and the e-receipt should be enclosed along with the application**

**a) FEE PARTICULARS IN DETAIL :**

Following are the prescribed fee for Bachelor, Master, Professional, M. Phil., & Ph.D., Degree

Current Year	After 1 to 4 Years	5 to 10 Years	11 to 14 Years	15 Years and above
Rs. 500/-	Rs. 800/-	Rs. 1,050/-	Rs. 1,550/-	Rs. 2,050/-

12. a) Fees once paid will not be refunded
- b) Degree Certificates will be despatched to the respective Colleges by post directly from this office as early as possible after the date of Convocation.
- c) The E-Receipt along with the application should reach this office within 30 days from the date of payment.
13. In-person Candidates must be present for the convocation wearing their respective academic robes. The Gowns prescribed are as follows.

**GOWNS**

1. For B.A., B.Sc., B.R.Sc., B.Lit., B.Mus., B.Com., B.Sc. (Nursing) and B.Ed., Black stuff cut like the Cambridge B.A. Gown.
2. M.A., M.Sc., (For all faculties) M.R.Sc., M.Com., M.Ed., M.Sc.(Nursing) and M.B.A. Black Silk or Stuff cut like the Cambridge M.A. Gown.
3. For Ph.D. and M.Phil. White silk stuff cut like Cambridge M.A., Gown.

