



Dr. D. Y. Patil Vidyapeeth, Pune

(Declared as Deemed-to-be-University under Section 3 of the UGC Act, 1956)

Sant Tukaram Nagar, Pimpri, Pune (M.S.) – 411 018

Tel: (020) 27805000/1 ♦ Fax: (020) 27420010 ♦ E-mail: exam@dpu.edu.in ♦ Website: www.dpu.edu.in

Application for Degree/Diploma Certificate

(PLEASE READ IMPORTANT INSTRUCTIONS GIVEN ON OVERLEAF BEFORE FILLING THIS FORM)
(PLEASE FILL UP THE FORM IN CAPITAL LETTERS)

To,
The Registrar,
Dr. D. Y. Patil Vidyapeeth,
Pimpri, Pune – 411 018

Affix duly
attested
photograph
here

Sir,

I hereby apply for a Degree/Diploma Certificate of the Vidyapeeth at the ensuing convocation to be held in the month of 20.....

PERSONAL DETAILS

1. Applicant's Full Name in English (as per the final year statement of marks) (one block should be kept blank after each name)

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2. Name in Devnagri Script

3. Sex : M - Male

F - Female

4. Address for Correspondence : _____

_____ PIN CODE _____

Phone No. _____ Mobile No.: _____

Email address _____

ACADEMIC AND OTHER DETAILS

5. Name of College/Institute :

6. College/Institute Code (If any):

7. Examination Passed : _____Month & Year _____Seat No. _____

8. Faculty: _____

9. Permanent Registration No.: _____

10. Class or Grade Obtained: _____

11. Convocation Attendance Status :
(P – In Person A- In absentia)

12. Convocation Fee Status: P - Paid (If paid mention below)
N – Not Paid (In case not paid then enclose DD as per details below)

13. Convocation Fee paid in : _____Month _____Year

FEE DETAILS

Convocation fees of Rs. 5000/- remitted by Demand Draft No. _____
dated _____ drawn on _____ bank
payable at Pune.

DECLARATION BY CANDIDATE

I have carefully read & noted the instructions to the candidates before filling in this form. I declare that the information given above is true and correct to the best of my knowledge and belief. I undertake that I shall be responsible for any omission/errors and wrong/incomplete entries made by me in this form.

Place: _____ Date: _____ Signature of Candidate

INSTRUCTIONS TO THE CANDIDATES

- (i) Those students who have taken admission from the academic year 2012-13, they have to pay Convocation fee of Rs: 5000/- only by Demand Draft (DD) in favour of “The Registrar Dr. D. Y. Patil Vidyapeeth, Pune” drawn on any nationalized bank, payable at Pune. Those who have already paid the fee in advance should attach photocopy of the receipt issued by the College/Institute. In case receipt details are not available, indicate the month and year in which it was paid.

*** Convocation Fee- Rs. 1300/-**

- (ii) Incomplete forms will not be accepted.
- (iii) The acknowledgement of this form should be preserved carefully and produced at the time of collection of the degree/diploma certificate on the day of the convocation, or as and when the same is collected.
- (iv) Any complaint regarding non-receipt of degree/diploma certificate or error on degree/diploma certificate (as name, class, subject, year of passing, etc.) will be entertained within a period of three months from the date of the concerned convocation. No complaints shall be entertained after the specified period.
- (v) A passport size photograph, duly attested, should be pasted on the form at the space provided for it. One additional copy of the photograph should also be enclosed. Write seat no. and Permanent Registration Number on the reverse side of additional photograph.
- (vi) Please check the details of convocation programme on the website www.dpu.edu.in that will be notified one month in advance from the date of convocation programme.
- (vii) Every applicant should ensure that the following documents are enclosed:
- (a) Attested photocopy of Statement of Marks
 - (b) Demand Draft of Fee in case fee not paid earlier
 - (c) One additional copy of the passport size photograph
 - (d) Attested photocopy of Internship Completion Certificate issued by the Vidyapeeth (if applicable)
 - (e) Attested photocopy of XII Std. Passing Certificate

Note:

- * Those students who have taken admission before the academic year 2012-13, they have to pay Rs. 1300/- as convocation fee.

For Office Use Only

The applicant's name, academic and other details of the applicant as stated in this application have been checked with the office record and have been found correct/ incorrect.

Acknowledgement / Observation letter issued vide letter No _____

Date. _____

Name & Signature
of faculty Incharge
Name of Faculty.

Name & Address of the Candidate

(to be filled in by the candidate)

_____ Pin Code.

_____ Pin Code.

SL NO.

Status

Acknowledgement Slip

Convocation Application in respect of _____ (Name)

P.R.N. _____ Course _____ has

been duly received and found correct in all respects. Degree will be issued in person on production of this receipt.

Name & Signature
of faculty Incharge
Name of Faculty.