

THE UNIVERSITY OF BURDWAN
RAJBATI : UTTARFATAK
BURDWAN :713104

No.F/Conv.Medal/Prize/Convo.2017/7

Burdwan, 31st October, 2017.

Notification for awarding of Medal / Prize/ Certificate for Examination 2014 , 2015 & 2016 at XXXVI Convocation 2017.

It is hereby informed to all concerned that on the basis of the result of the Examination of 2014 / 2015 /2016 , you have become eligible for being awarded medal (s), and certificate (s) and prize (s) as per list received (enclosed) from the Controller's Department. The award will be formally handed over to you at the Convocation .

Date of Convocation: 01.12.2017

Time : 11:00 a.m.

Venue : "Sanskriti Lok Mancha " Court Compound , Burdwan

If you intend to receive the above mentioned medal(s) and certificate(s)/prize(s) personally, you are requested to remain present at the " Sanskriti Lok Mancha" by 9 a.m. on 01.12.2017

I would request you to meet the Trust Officer, Burdwan University, at Rajbati with the following documents in original by 20.11.17 (on any working day excluding Saturday, Sunday & University Holiday) for verification between 11 a.m. & 3 p.m. at Rajbati Campus, otherwise you will not be entitled to get the medal(s)/ certificate(s)/prize(s) at the Convocation dias:-

- i) Mark sheet of the aforesaid examination.
- ii) Registration Certificate of this University.
- iii) A letter of identification from the principal of the college bearing your signature duly attested by the principal in case of College student.
- iv) A letter of identification from the Head of The Department bearing your signature duly attested by the Head of the department in case of University student.

*On arrival at Convocation Hall by 9-00 a.m.. at Sanskriti Lok Mancha " Court Compound , Burdwan please get in touch with the Medal Unit for verification of aforesaid documents and observance of other formalities, otherwise, the Medal/Certificate /Prize may not be handed over to you. In case, you are unable to attend the Convocation **or fail to enroll your name within 20.11.17**, you will have to collect the Medal /Certificate /prize on a later date by appointment from the University on production of the aforesaid documents.*

Sd/-

Contact Person:

Debasis Pal (Trust Officer) - Mob. 9332102037

Kartick Oraw (Supdt) Mob.- 9474484508

Sudipto Sinha (Sr Office Asst) Mob -9434545835

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FINANCE OFFICER