Dated :

To

The Joint Registrar

Golden Jubilee Building

The University of Burdwan

P.O.-Rajbati, Dist.-Purba Bardhaman

West Bengal-713 104

Sub : Registration for attending the ensuing University Convocation on 24.02.2023

Sir/Madam,

I beg to inform you that I am a recipient of Doctoral Degree and intend to attend the above Convocation to be held on February 24, 2023.

My name may please be included in the list of intending candidates for attending the Convocation.

Particulars are given below :

1. Name (in block letters) :
2. Name in Bengali version :
3. Ph.D./D.Sc./D.Litt. degree awarded : Arts/Science/(*(Subject)*)
4. Date of award :
5. Present mailing address for communication and Mobile No. :

6. Photocopy of the Provisional Certificate (Ph.D./D.Sc./D.Litt.) :
7. A self-addressed envelop (11''×5") and recent Passport photo (two copies) are enclosed :

Yours faithfully,

(Full signature of the applicant)