

# **VINAYAKA MISSIONS UNIVERSITY, SALEM**

(Declared Under Section 3 of U.G.C. Act, 1956)

Application No.

Program :

Photo attested  
By Gazetted  
Officer

(Office use only)

DATE OF SUBMISSION TO THE UNIVERSITY:

1. Whether the candidate desires to receive the Degree  
(Put the Tick Mark in the Box Provided below)

**In Person**

**In Absentia**

\*(Not arise if applied after the Convocation)

2. Rank Holders and Medalists are only eligible to receive degree in person.

3. For Rank Holders and Medalists (Refer Web Site).

## **APPLICATION FOR ADMISSION TO THE CONVOCATION**

1.	Name of the Candidate (In capitals as per the H.S.C./Equivalent certificate)	:	
2.	Sex with Date of Birth	:	
3.	Father's Name	:	
4.	Permanent address	:	
5.	Contact Phone No. if any	:	
6.	Name of the Study Centre with Code No	:	
7.	Program (with Branch if any)	:	
8.	Month & Year of last examination passed (with Reg. No.)	:	
9.	Whether obtained / applied for (final) Provisional Certificate	:	
10.	Details of remittance of fee if any	:	

**Certified that the details & information furnished above are true & correct.**

**Signature of the Candidate**

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**Address for sending communication (write your permanent address)**

Residential Address:

Official Address:

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Pin Code .....

Pin Code .....

**IMPORTANT INSTRUCTIONS TO CANDIDATES**

1. All the eligible candidates who have completed their study applied for their Final Provisional Pass Certificate may submit their convocation application directly by Registered post to the Additional Controller of Examinations, Directorate of Distance Education of the Vinayaka Missions University.
2. **'IN PERSON'** means that the candidate has to be present himself/herself physically at the time of convocation to receive the Degree. **'IN ABSENTIA'** means that the presence of the candidate at the time of convocation is not required and the Degree Certificate will be sent by post after the convocation.
3. Application for receiving a Degree **'IN PERSON'** should reach his office in time fixed by the University. The exact date of Convocation will be notified in the Dailies.
4. The following duly attested by a Gazetted Officer **should be enclosed** with this application (a) copy of SSLC mark sheet (b) copy of HSC/Equivalent Mark Sheet (c) Copy of (final) Provisional Pass Certificate (d) copy of the Under Graduate degree certificate in the case of P.G. applicants.
5. The following **should** also be enclosed (a) Two copies of candidate's latest passport size colour photographs put in a small envelope. (Name, Program, Registration Number should be written on the back side of one copy)
6. (a) The Convocation fees is **Rs.1000/-**
  - The DD must be taken in favour of "**Director, Directorate of Distance Education, VMU**"
  - If applications are downloaded from the internet then add Rs.25/- to the convocation fees (Rs.1000/- + Rs.25/- = Rs.1025/-)
  - The last date of Convocation application Submission is on or before **26.02.2009**
7. For further details refer Web Site : **www.vmr.edu.in**

**REGISTRAR**