



# बाबासाहेब भीमराव अम्बेडकर विश्वविद्यालय

(केन्द्रीय विश्वविद्यालय)

विद्या विहार, रायबरेली रोड, लखनऊ-226025

## BABASAHEB BHIMRAO AMBEDKAR UNIVERSITY

(A Central University)

Vidya Vihar, Raebareli Road, Lucknow-226025

Letter No.-59./COE/BBAU/2017

Dated: 18/05/17

### CIRCULAR

In order to facilitate printing of Degree certificates, details alongwith photograph are to be submitted by the Final semester students (except M.Phil./Ph.D), through concerned Head of the Department/Course Coordinator, to the office of the Controller of Examinations. A format for the same has been devised and enclosed for its use.

Therefore, all Heads/Coordinators of all Departments/Courses are requested to circulate the enclosed format among Final semester students (except M.Phil./Ph.D) of their Department/Course and the duly filled/completed format may be submitted to the office of the undersigned duly countersigned by Head of the Department/Course Coordinator

Controller of Examinations

#### Copy to :-

- (1) All Heads/Coordinators of Departments/Courses, BBA University, Lucknow.
- (2) SO , VC Secretariat, BBAU, Lucknow; for information of Hon'ble VC.
- ✓ (3) Website Incharge, BBAU, Lucknow: for its uploading on University website.
- (4) Hindi Officer for issuing Hindi translation of above circular.

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(केन्द्रीय विश्वविद्यालय)  
विद्या विहार, रायबरेली रोड, लखनऊ-226 025

## DETAILS FOR PRINTING OF DEGREE CERTIFICATE

(to be filled by students who are appearing in FINAL semester only)

To

**Controller of Examinations**  
Babasaheb Bhimrao Ambedkar University  
Vidya Vihar, Raebareli Road,  
Lucknow- 226025

Paste Color  
photograph  
(Passport  
Size)

Sir,

I am appearing in the Final semester examination. The relevant Information to be used for printing of my degree certificate is given below: -

Name (In Capital letters)


नाम (हिन्दी में)


Aadhaar number

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Father's Name

.....

Year of Passing

.....

Examination Roll No.

..... Enrollment No. ....

Degree to be received

.....

(Mention:BLIS/MLIS/MPharm/MJMC/MA/M.Sc./LL.M./MCA/MBA etc.)

Department/School

.....

Details of degree fee of Rs. 500/- paid vide Fee Receipt/Bank draft No..... dated

....., Name of Bank ..... (Please mention your name and name of degree with contact number on overleaf of Bank Draft)

Full address (for communication) .....

.....Pin code.....

E-mail ID : .....Mobile/PhoneNo.

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**Enclosure:-**

1. One Passport Size Colour Photograph.
2. Fee Receipt/Demand Draft of Rs. 500/-

Countersigned by,

Yours faithfully,

**Head of the Department/Course Coordinator**  
(with official Seal)

**(Signature of the candidate)**  
Name .....