

Notice for Issue of University of Calcutta Degree Certificate

B.Com & BBA (Batch 2014-17)

University of Calcutta Degree Certificate will be issued from 10 July, 2018 (Tuesday) to students who have successfully completed their course in the session 2016-17 from their respective departmental office as per the following timings:

Department	Days	Timings
B.Com (Morning)	Monday to Friday	2pm – 3:30pm
B.Com (Evening)	Monday to Friday	4:30pm – 6pm
BBA	Monday to Friday	4:30pm – 6pm

Requirements:

- i. A copy of the Consolidated Mark Sheet has to be produced to collect the University Degree Certificate.
- ii. Registration for Convocation and Valedictory Programme, 2018
 - a) Students who had registered for the Convocation and Valedictory Programme, 2018 are requested to produce the registration fee receipt.
 - b) Students who had not previously registered for the Convocation and Valedictory Programme, 2018 will have to pay Rs.1000/- (One thousand only) at the time of collection of the certificate.
- iii. Parents/Guardians may collect the certificate on behalf of their ward provided they carry with them the following :
 - a) Authorization letter issued by the candidate with the signature of the parent/guardian duly attested
 - b) Original Identity Card of the student; and
 - c) Attested true copies of the mark sheet(s).