



Chhattisgarh Swami Vivekanand Technical University, Bhilai (C.G.)

Application for obtaining the Degree/Diploma of the University

To,

The Registrar,
Chhattisgarh Swami Vivekanand Technical University
North Park Avenue
Sector-8, Bhilai (C.G.) 490 009

Sir,

I have passed all the examinations of the course mentioned below during the period of my studies from -----
to ----- at ----- College. Kindly
send me the Degree/Diploma for which I am depositing the prescribed fee of Rs 500/- through Bank Draft No.-----
dt ----- drawn on ----- Bank enclosed herewith. Attested copies of the marks sheet
of all the examinations passed are also enclosed. My Degree/Diploma may be sent at the address as per item no 14.

My Particulars are as follows :

1. Name (in English) : -----
2. Name (in Hindi) : -----
3. Father's/ Husbands's Name (in English): -----
4. Father's/ Husbands's Name (in Hindi) : -----
5. Mother's Name (In English) : -----
6. Mother's Name (in Hindi) : -----
7. Roll No : -----
8. Enrollment No : -----
9. Name of the Course : -----
10. Branch : -----
11. Year of passing Final Exam : -----
12. Division in which Passed : -----
13. Total Marks : Obtained ----- Out of -----
14. Address at which Degree/
Diploma to be sent : -----

15. Contact Number : -----

Date : Signature : -----
Name : -----

For Office Use

- i) Fee of Rs. 500/- received vide D.D. No. ----- Dated ----- drawn on -----
Bank or Cash receipt No. ----- Dated ----- deposited into the bank on -----.
- ii) Degree/Diploma No----- posted vide receipt no----- dated ----- .

AR/DR (Exam)/ CFO

(See Instructions Overleaf) P.T.O.

Address

Full Name : -----
Present Postal Address : -----

INSTRUCTIONS

- ✍ Before applying for Degree/Diploma please check, whether all the details appearing in the marks sheet are correct. If any mistake is noticed in Name, Father's name Mothers name, marks obtained, result declared etc, the same should be got corrected/ amended by submitting an application to the University.
- ✍ Applicant should fill the form carefully and legibly all in capital letters. All names should be as written in the enrollment form.
- ✍ The address given in the application at item No 14 Should be same as written at the bottom of application form.
- ✍ Certified photocopies of marksheets of all Examinations should be enclosed with the application form.
- ✍ Enclose affidavit and copy of police report (FIR), passport size Photograph and fee of Rs 500.00 for obtaining duplicate degree/diploma. Duplicate will be issued only after six months from the date of issue of the original.
- ✍ Degree/Diploma will be sent to the applicant by Speed Post at the address given in the application form.
- ✍ Prescribed fee should be sent by Bank Draft drawn in favour of Registrar, Chhattisgarh Swami Vivekanand Technical University, Bilai or can be deposited in cash in CSVTU office.

