



XXVII CONVOCATION of  
BIRLA INSTITUTE OF TECHNOLOGY,  
MESRA, RANCHI  
(24<sup>th</sup> March 2017)

Obtaining Degree in Absentia

To  
The Registrar,  
Birla Institute of Technology  
Mesra,Ranchi -835 215

Date : ..... /...../ .....

Sir,  
I am to state that I have completed the Course of Studies prescribed under the Regulations and have passed the requisite Examination for the Award of Degree in the XXVII Convocation to be held on 24<sup>th</sup> March 2017. The degree may be sent by Registered / Speed Post.

My complete particulars are as given hereunder:

Name (in English, in capitals): .....

(in Hindi) : .....

Institute Roll No. ....Place of Study: Mesra Campus /Extn.Cntr.....(Place).

Complete Mailing Address: | .....

.....

City/Town ..... Dist. & State ..... PIN Code .....

Phone No. (with STD Code)/Mobile No. | ..... Email : .....

Examination Passed (Tick whichever is applicable): Ph. D. / M. E. / M.Tech. / M. Pharm. / MBA / MCA / M. Sc /B.E.

/ B.Tech./ B. Pharm. /B.Arch. / BHMC T/ BBA/BCA/B.Sc. Degree /Diploma

Month & Year of Completion : ..... (see Provisional Certificate)

Branch / Field of Specialization : .....

Signature of the Candidate: .....

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- This Application should be submitted along with Photocopy/scanned copy of the provisional certificate
- You may communicate and send your application by e-mail to : [convocation@bitmesra.ac.in](mailto:convocation@bitmesra.ac.in)
- Degree certificates of candidates will be sent by Registered /Speed Post to the address given above.
- For Ph.D Scholars/Diploma DD of Rs 2000 and the candidates from IRMEE Jamalpur DD of Rs. 3000 has to be sent in favour of Registrar, Birla Institute of Technology, Payable at Ranchi

**Application should be submitted to the Institute so as to reach the Registrar from 27<sup>th</sup> March to 5<sup>th</sup> April 2017**