

# MANAV BHARTI UNIVERSITY

(Recognised by University Grants Commission, New Delhi & Accredited by NAAC)

Village – Laddo, PO – Sultanpur, Tehsil & Distt. – Solan (HP)

## **Intimation for 4<sup>th</sup> Convocation** **(To be held on 4<sup>th</sup> November, 2019)**

Ref No.: MBU/4<sup>th</sup> Convocation/2019

Dated: 30/09/2019

Dear Student,

Season's Greetings!

It is a matter of immense pleasure for me to inform you that the 4<sup>th</sup> Convocation of Manav Bharti University will be held on 4<sup>th</sup> November, 2019 (Monday) at 10.00 am in the University Auditorium. I am happy to inform that on this occasion you are eligible to receive your Degree Certificate. The distinguished academician will award the Degrees Certificates to the candidate.

Kindly send your acceptance on the enclosed format along with the requisite fee of Rs. 4,000/- in the form of Demand Draft favouring "Registrar, Manav Bharti University" at the above mentioned address latest by 25<sup>th</sup> October, 2019. Alternately, above fee can be transferred online at the below mentioned account no.:

Bank & Branch Name	-	Axis Bank, Solan (Himachal Pradesh)
Account Name	-	Registrar, Manav Bharti University
Account Number	-	917010061523098
IFSC Code	-	UTIB0000666

Please do not forget to email the proof of online transfer at [mbufinance09@gmail.com](mailto:mbufinance09@gmail.com) along with acceptance.

The above fee includes the Degree Certificate fee, Gown rent, Meal/Refreshments and a refundable security (Convocation Gown) of Rs. 500/-. Carry one identity proof preferably University Id Card/Aadhar Card along with you. It is mandatory for the Candidate to attend the rehearsal which will be held on 3<sup>rd</sup> November, 2019 (Sunday) at 10:00 am sharp in the Convocation Hall (University Auditorium).

On this auspicious occasion you can also register yourself for University Alumni by paying Rs. 500/- only. The Acceptance for the same can be sent along with the above mentioned acceptance.

Candidates may accompany their parents; however they will have to give prior intimation regarding participation in the Convocation. Due to limited seat, no other family member/friend/relative will be allowed to sit in the Convocation Hall. No accommodation will be provided by the University however assistance will be provided on the basis of prior intimation.

For any other information or clarification please contact at 82650-10054.

With warm wishes,

Sd/-  
Registrar

### **Note:**

1. Carry one ID proof preferably University Id Card/Aadhar Card.
2. No registration will be accepted on 4<sup>th</sup> November, 2019.
3. Candidate/s should be present in following Dress Code i.e. Male - White Shirt/Grey Trouser, Female – White Suit / White Saree.
4. Only those candidate(s) will be allowed in the Convocation whose Tuition Fee/dues (if any) are cleared. In case, you have not cleared your dues so far you are advised to clear the same latest by 25<sup>th</sup> October, 2019.

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## **Acceptance to participate in 4<sup>th</sup> Convocation** **(To be held on 4<sup>th</sup> November, 2019)**

To

Dated: \_\_\_\_\_

The Registrar  
Manav Bharti University  
Village - Ladoo, P.O. Sultanpur,  
Tehsil & Distt. Solan (H.P.) - 173229

**Sub: Consent to receive Degree Certificate in 4<sup>th</sup> Convocation on 4<sup>th</sup> November, 2019.**

Dear Sir,

With reference to the University notification number MBU/4<sup>th</sup> Convocation/2019 dated 30/9/2019 on the subject cited above, I hereby inform you that I shall be attending the Convocation rehearsal on 3<sup>rd</sup> November, 2019 at 10:00 am and Convocation on 4<sup>th</sup> November, 2019 at 10:00 am. As desired, please find enclosed a demand draft no/Transaction ID \_\_\_\_\_ dated \_\_\_\_\_ for Rs. \_\_\_\_\_.

***My particulars (Capital Letters only) are as under:***

Name of the student : \_\_\_\_\_

Father's Name : \_\_\_\_\_

Name of the course : \_\_\_\_\_

Registration Number : \_\_\_\_\_

Address : \_\_\_\_\_

\_\_\_\_\_ Pin Code \_\_\_\_\_

Mobile Number : \_\_\_\_\_

Email Id : \_\_\_\_\_

Detail of Employment/: \_\_\_\_\_

Business/Profession \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

In case of Parent's accompanying: \_\_\_\_\_

(Specify no. of person)

Please affix recent  
Passport size Coloured  
Photograph in formal  
dress with white  
background

Yours sincerely,

Signature of the student