

No: BCU/Ex.Br./3<sup>rd</sup> Annual Conv/2024-25 /289

Date: 10.04.2024

**NOTIFICATION**

**Sub:** Inviting applications for award of Degree Certificates for the 3<sup>rd</sup> Annual Convocation of Bengaluru City University.

**Ref:** 01. Resolution of Syndicate dated 28.02.2024.

02. Approval of the Hon'ble Vice-Chancellor dated. 06.04.2024.

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Applications are invited for Degree Certificates from the eligible candidates for the 3<sup>rd</sup> Annual Convocation of Bengaluru City University. Only those candidates who have been declared successful in the Degree UG/PG/B.Ed./B.P.Ed. Examinations, conducted by Bengaluru City University till January–2024 are eligible to apply for this Convocation.

The Applicants are required to login to [www.bcu.ac.in](http://www.bcu.ac.in) / [uucms.karnataka.gov.in](http://uucms.karnataka.gov.in) for online application and read the instructions carefully in filling the applications, payment of fee, submission of enclosures etc. The Students who have already applied for Convocation by paying prescribed Convocation fees in previous years are not required to apply for Convocation again.

**PRESCRIBED FEE FOR DEGREE CERTIFICATE ARE AS FOLLOWS:**

**FEE TO BE PAID BY “ON LINE PAYMENT” FOR MORE INFORMATION VISIT**

[www.bcu.ac.in](http://www.bcu.ac.in)

**1. FOR ALL CATEGORIES OF STUDENTS OF BENGALURU CITY UNIVERSITY:**

- a. Convocation fee for Indian Nationals – Rs. 1,530/-
- b. Convocation fee for Foreign Nationals – Rs.5,570/-

**2. FOR STUDENTS OF AUTONOMOUS COLLEGES:**

- a. Convocation fee for Indian Nationals – Rs. 2,945/-
- b. Convocation fee for Foreign Nationals – Rs. 10,740/-

3. FOR PH.D. STUDENTS

- a. Ph.D. Degree for Indian Nationals – Rs. 1,930/-  
b. Ph.D. Degree for Foreign Nationals – Rs. 7,270/-

Sl. No.	Particulars	Date
1.	Last Date for Submission of duly filled in application to the PG. Department / College without fine up to.	20.05.2024
2.	Last Date for Submission of duly filled in application to the PG. Department / College with first penalty fee of Rs.100/-.	22.05.2024
3.	Last Date for Submission of duly filled in application to the PG. Department / College with second penalty fee of Rs.200/-.	24.05.2024
4.	Last Date for submitting the Convocation Applications to the Registrar (Evl), BCU along with Online fee receipt in a statement format.	30.05.2024

**FINE FOR THOSE WHO HAVE NOT TAKEN THE DEGREE CERTIFICATES AFTER COMPLETING THE DEGREE IS AS FOLLOWS**

- Up to First Five Years – Rs. 540/-.

**NOTE:**

1. The Candidates should invariably enter their Register Number, Contact details / Telephone Nos. / Mobile / E-Mail ID on the application for further correspondence, if any.
2. **Marks Cards requiring corrections like name corrections, totaling etc., should be corrected before applying for the Convocation.**
3. Only candidates who have been declared successful in the Degree UG/PG/B.Ed./B.P.Ed. Examinations conducted by the Bengaluru City University till January–2024 are eligible to apply.
4. **The Convocation fee once paid will not be refunded or re-adjusted for the next Convocation.**
5. Candidates are required to submit the print copy of filled in application along with the fee receipt to the Chairpersons of PG Departments of University and Principals of the respective colleges on or before **24.05.2024**.

***CANDIDATES SHALL NOT SEND THE HARD COPIES OF THE APPLICATION AND ENCLOSURES DIRECTLY TO THE UNIVERSITY***

6. The Heads of the PG Departments / Principals of affiliated colleges of Bengaluru City University are requested to scrutinize the applications with reference to the academic documents from the records maintained in the Departments / Colleges and transmit the same to the university along with the copies of list IN TRIPLICATE with recent TWO pass port size photographs on or before **30.05.2024** to the undersigned.
7. Provisional Result sheet enclosed along with the convocation application will not be accepted and not considered for issue of degree certificate.

**DOCUMENTS TO BE SUBMITTED TO THE UNIVERSITY**

1. Print copy of the filled in application form along with the fee receipt.
2. Marks Cards of the qualifying examinations (Degree and Post-Graduation).
3. Two Latest Passport size photographs.

BY ORDER



**REGISTRAR (EVALUATION)**

**Registrar (Evaluation)**

Bengaluru City University

Central College Campus

Bengaluru - 560 001

To,

1. All the Chairperson of the University PG Departments / Principals of Affiliated Colleges / Autonomous Colleges of Bengaluru City University.

Copy To:

1. PS to VC / Registrar / Registrar (Evaluation), Finance Officer, BCU.
2. The Registrar (Evl), Bangalore University, Bengaluru North University / Karnatak / Tumkur/Gulbarga/Mysore/Mangalore/Kuvempu University/ Kannada University, Hampi.
3. The Editor of all Leading News Papers  
..... With a request to publish the gist of the notification as a News Items.
4. Computer / PRO Section, BCU, Bengaluru.
5. M/s. Logisys, Bengaluru with a request to host the above notification on the Bengaluru City University website and also send SMS alert to the respective Principals of the affiliated and Autonomous Colleges of BCU. Further, M/s. Logisys is required to keep open the website to enable the students to upload the relevant details as and when required. Further prepare the list of students, who have already paid Convocation fee with the Examination fees.