



Form No.....

**NEHRU GRAM BHARATI, (DEEMED TO BE UNIVERSITY)**

KOTWA, JAMUNIPUR, DUBAWAL, PRAYAGRAJ

IN-PERSON / IN- ABSENTIA

**APPLICATION FORM FOR DEGREE OF.....**

1.	Name of the candidate in full ( <b>IN BLOCK LETTERS</b> ) as registered for the University Examinations in English and Hindi both.	English:-	Paste Passport Size Coloured Photograph of the Candidate		
		Hindi :-			
2.	Father's /Husband Name ( <b>IN BLOCK LETTERS</b> ) <b>As written in Mark sheet</b>	Father's Name: English:-			
		Hindi:-			
		Husband Name: English:-			
		Hindi:-			
3.	Male/Female (M/F)	:			
4.	Postal address with Pin-Code for communication and address to send degree through post ( <b>IN BLOCK LETTERS</b> )	:			
		Email-id :			
		Mobile No. :			
5.	<b>Examination Passed with details</b> <b>Note:</b> Copy of the all Marks Statement / Provisional Degree Certificate (if applicable) of the Examinations passed forwarded by Head of Department/Dean of the subject/Faculty concerned and copy of the Aadhar card should be enclosed.  <b>For Ph.D</b> – Application forms must be forwarded by Research Centre with copy of the award Notification and cover page of thesis should be enclosed.	Exam :			
		Division / Grade obtained :			
		Enrolment No. :			
		Year- Month :			
6.	Existing Position of the candidate after completing the course from NGB(DU)				
	(i) Name of the course in which he/she has joined for any further education/Institution.				
	(ii) Designation and Address of the Office/Department if employed.				
	(iii) Name and Address of the Office if engaged in family profession or self business.				
	(iv) Name of exam/Year, If preparing/qualifying for any competitive examination.				
7.	Has the prescribed fees deposited in University's account? (Rs. 700/- by way of personal receipt Rs. 1000/- by way of the getting through Dak/Post.)	If yes, enclose <u>DD/ Cash - receipt</u>	Amount	Date	

Place:

Date:

Signature of the candidate

**NOTE: Instructions to candidate see – Page 2****NEHRU GRAM BHARATI DEEMED TO BE UNIVERSITY  
Degree Application Form Receipt**

Receipt No.....

Name:-.....

Father's/Husband's Name:-.....

Applied for Course:-.....

Received by

(Signature with full name)

### **INSTRUCTIONS TO THE CANDIDATES:**

1. Candidate should write his/her name (In Block Letters) legibly as registered for the University Examination.
2. Duly self attested copies of marks statement / Provisional Degree of all the Examinations and identity card (PAN, Voter ID, Bank Passbook, Aadhar etc.) should also be enclosed.
3. Candidate should write his/her course clearly in the application.
4. A Ph.D candidate should enclose a copy of notification/Provisional Degree and his/her application form must be forwarded by the Director (Research Centre).
5. Candidate should write his/her name and postal address, email-id and phone no. legibly in the columns provided for in the application.
6. The prescribed fees for the degree certificate are as follows:  
**In person Rs. 700 /-**  
**In absentia (By Post) Rs. 1000/-**
7. The candidate may download the application form from the University website [www.ngbv.ac.in](http://www.ngbv.ac.in) and remit the prescribed fees through DD drawn in favour of “Nehru Gram Bharati University payable at Bank of Baroda, Hanumanganj Branch, Prayagraj” or pay in cash on University counter along with their duly filled in application form.  
Prescribed Fees once paid will not be refunded or adjusted in future.
8. Incomplete and incorrect applications will be summarily rejected and no correspondence will be entertained in the matter.
9. The degree certificates of those candidates who want it to be posted by Registered Post and pay fees for “Absentia” in the University will be sent by Registered Post after 15 days to the address given by the candidate.
10. Candidates should ensure that the particulars entered in the application must tally with the details in mark sheet, regarding name, subject of study, year of passing etc and must be forwarded by the concerned Department.
11. Dully filled application along with the Bank DD/Cash-receipt and copies of the marks statement should be submitted in the Controller of Examinations, office/Room No.S-17 Nehru Gram Bharati, Deemed to be University, Hanumanganj Campus, Prayagraj forwarded by Department/Centre concerned.
12. For the degree of candidate to be handed over to him/her the original, a photocopy of Aadhar Card is necessary.
13. Students are required to enclose a coloured photograph with application form.
14. The degree of the candidate will be handed over to the **concerned student only** after 15 days from date of submission of application form.

Controller of Examinations