Ref: RVE/EXAM/148/2024-25  Date: 07.05.2023

CIRCULAR

Heads of all the departments are here by requested to inform the students who are appearing in the final semester UG & PG (M.Tech/MCA) courses are requested to pay the VTU convocation fees of Rs. 1200/- (for Indian National) and $300 (for Foreign National in Indian rupees) as per the direction as given in the VTU circular Ref. No. VTU/BGM/Reg (E)/PS/2024-2025/171, dated: 06.05.2024, through the link given below. https://zwp.io/l/sZwl16Kt0k7 on or before 15th May 2024.

HoD’s are informed to facilitate the respective department students to fill the annual convocation application form using VTU link https://convocation.vtu.ac.in through the department login credentials of VTU portal from 13.05.2024 to 25.05.2024 and also fees paid receipts are to be collected department wise and to be submitted to office of CoE’s along with the details of the students in the format given below.

<table>
<thead>
<tr>
<th>Details of the students paid the VTU annual convocation fees</th>
</tr>
</thead>
<tbody>
<tr>
<td>Department:</td>
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<tr>
<td>------------------------------</td>
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<tr>
<td></td>
</tr>
</tbody>
</table>

Encl: VTU Convocation notification

Copy to:
Principal, Vice Principal, Dean Academics, Dean Student Affairs,
All HoD’s, Deans, MCA – Director & Notice Board
NOTIFICATION

Sub: Submission of applications for Convocation – reg.

The Principals of Constituent, Affiliated and Autonomous Engineering Colleges are hereby informed to instruct the Final Semester students to submit their convocation application forms online from 13.05.2024 to 25.05.2024 along with prescribed fee as detailed below:

1. The candidates appearing for final semester examinations of UG and PG courses are required to file application for Annual Convocation.

2. Colleges have to fill the convocation application forms at:
   https://convocation.vtu.ac.in

3. Convocation fee for the students of Constituent, Affiliated and Autonomous Engineering colleges is for Indian National Rs. 1200/- and for Foreign National $300 (The payment is to be done in Indian rupees considering the conversion rate as on 13-05-2024 for the complete period of convocation application).

4. The college needs to make the payment of convocation fees online collected from students by verifying the report.

Sd/-

REGISTRAR (EVALUATION)


Copy FWC's to:
1. Hon'ble Vice-Chancellor through the Sec. to VC, VTU Belagavi, for kind information.
2. The Registrar, VTU Belagavi, for information.
3. The Finance Officer, VTU Belagavi, for information.
4. The Incharge Regional Directors of VTU Regional Offices, for information & needful.
5. The Director, ITISMU, VTU Belagavi, for information and needful.

REGISTRAR (EVALUATION)