

Date: 21/10/2020

Student Circular

Dear Students,

Hope that all of you are fine and healthy in this COVID-19 pandemic situation.

It's our pleasure to inform you that P P Savani University is going to organize its first "E-Convocation" in first week of December-2020 under this COVID-19 pandemic. So, Students will receive a "Degree Certificate" which is necessary for global acceptability. Students are advice to fill degree certificate form consider to following notes:

- ❖ Degree certificate is only issue to those students who secured minimum credit to get degree as per institute academic policy (or zero backlog).
- ❖ All pass out students shall be awarded a degree in convocation held on Dec-2020 depending upon guest availability.
- ❖ Convocation Fee: Rs. 2500/- *
- ❖ An E-Convocation fee is 1500/-Rs. only. The Students will get their degree certificate to residential address through courier. (The Courier charge of 250/-Rs will be waived off for this E-Convocation). The Students are requested to enter correct residential address, mobile no and aadhaar card no.
- ❖ At present students has to pay only E-Convocation fee. If COVID-19 situation will get better, then University will try to organize convocation in physical mode. At that time, students has to submit remaining, 1000/- Rs. fees.
- ❖ The Students are requested to produce convocation fee receipt at the time of receiving degree certificate. If students are unable to produce it, students will not get degree certificate.

Last date of form filling	03/11/2020	1500/-Rs Fees
Last date with late fees	11/11/2020	2000/Rs Fees

Steps to fill online Degree Certificate form:

1. Go to <https://www.ppsu.ac.in>
 2. Click on Student corner
 3. Click on Degree certificate form and fill necessary details (Form Detail is given in next page)
 4. After that student has to pay necessary fees and submit the form
- ❖ For Any query, Students are requested to contact Exam Section, PPSU or email to examsection@ppsu.ac.in.


Controller of Examination
PPSU



Degree Certificate Form (SAMPLE FORM)

Mention name as per 12th Marksheet

1	Student Name (CAPITAL LETTER)	PATEL (SURNAME)	KETAN (NAME)	MUKESHBHAI (FATHER NAME)
2	Enrolment No.	16SS02BT099		
3	Degree	BACHELOR OF SCIENCE		
4	Discipline	MICROBIOLOGY		
5	Admission Year	2016		
6	Name of present School	SCHOOL OF SCIENCE		
	(a) Name of last exam	SEM-6 MICROBIOLOGY		
	(b) Last Semester Passing year	MAY-2019		
	(c) Last semester Result	6.95 (CGPA)	CGPA as per last marksheet	
7	Full Residential address of applicant	NH No.: 8, Village: Dhamdod, Ta. Mangrol, Near Kosamba, Surat - 394 125.(GUJARAT). Mentioned your full residential address for courier		
8	Applicant Mo. No.	09512035845		
9	Aadhaar Card No.:	2556 1254 6321		
10	Pass port size photo:	35 x 35 mm size; 300 dpi quality (Mandatory)		

Please mentioned your correct aadhaar card no as it is mandatory for degree certificate

