

INSTRUCTIONS TO THE CANDIDATE

1. Convocation fees Rs. 10,000/- (+Late fee Rs. 2,000/- per year).
2. The prescribed convocation fee should be paid by RTGS/NEFT or CASH and printout/copy of receipt be attached.
3. A passport size Photograph should paste on the form one additional be enclosed with the application. *Candidate's name, Examination, Year of Passing, Seat Number is written on the back side of the Photograph.*
4. Incomplete form and form without self attested photocopy of statement of marks of final year will not be accepted.
5. The receipt of the payment should be preserved carefully and produce at the time of collection of Degree/Diploma Certificate on the day of Convocation or as and when the same is collected.
6. Any complaint regarding non-receipt of the Degree/ Diploma Certificate, issue or receipt of wrong Degree/ Diploma Certificate (Viz. Name, College, Class, Subject, Year of Passing etc.) will be entertained within a period of three months from the date of the concerned Convocation. No complaints will be entertained after the specified period.
7. Details of the Convocation programme can be checked from the website www.pravara.com