

ADMIN/2023-24/085

Date: 08/04/2024

FINAL DEGREE COLLECTION NOTICE


All Students, those who have passed their Final Year **B.E. / B. Tech. Examination till Summer-2023** and / or **M. Tech. – CAD / CAM & CSE Examination till Summer – 2022** University Examination in regular mode, should note that they can collect their "Final Degree Certificate", from College during Working Days and Hours.

(A) Formalities for Getting Issuance of Final Degree -

1. Photocopy of Leaving Certificate/ Transfer Certificate
2. 8th Semester Mark-sheet Copy / 4th Sem Mark-sheet Copy for M. Tech. Students
3. Photo ID proof (any one) – PAN Card, Driving License, Election Card, Passport, Aadhar Card along with Xerox copy of the same.

(B) Student authorizing other individual for collecting Final Degree should follow the indicated process;

1. Authority Letter in the name of concerned person to be e-mailed by respective student on institute E-mail id – info@stvincentngp.edu.in, along with photo id proof attached to it of both i.e., Student & authorized person. Student should also attach photocopy of Leaving Certificate/ Transfer Certificate and 8th Semester mark-sheet for B. E. students / 4th Sem mark-sheet for M. Tech. students on the institute E-mail id.
2. Person Authorized should carry his Photo ID along with Xerox Copy while coming to institute for collecting the document.
3. Should carry documents indicated in Point No. 1 & 2 of (A) given above, in the case if respective student did not send it through mail.



Dr. Surendra V. Gole

Principal

PRINCIPAL
ST. VINCENT PALLOTTI
COLLEGE OF ENGINEERING &
TECHNOLOGY, NAGPUR.

