



**XXIX CONVOCATION of  
BIRLA INSTITUTE OF TECHNOLOGY,  
MESRA, RANCHI  
(27<sup>th</sup> February 2019)**

**IN ABSENTIA**

**Obtaining Degree in Absentia**

To  
The Registrar,  
Birla Institute of Technology  
Mesra,Ranchi -835 215

Date : ..... /...../ .....

Sir,  
I am to state that I have completed the Course of Studies prescribed under the Regulations and have passed the requisite Examination for the Award of Degree in the XXIX Convocation to be held on 27<sup>th</sup> February 2019. The degree will be sent by Registered / Speed Post.

My complete particulars are as given hereunder:

Name (in English, in capitals): .....

(Name of Father):....., Date of Birth.....

Institute Roll No. ....Place of Study: Mesra Campus /Off Campus .....(Place).....

Complete Mailing Address: .....

City/Town ..... Dist. & State ..... PIN Code .....

Phone No. (with STD Code)/Mobile No. .... Email : .....

**Examination Passed** (Tick whichever is applicable): Ph. D. / M. E. / M.Tech. /MUP/ M. Pharm. / MBA / MCA / M. Sc /B.E. / B.Tech./ B. Pharm. /B.Arch. / BHMC T/ BBA/BCA/B.Sc. Degree /Diploma

Month & Year of Completion : ..... (see Provisional Certificate)

Branch / Field of Specialization : .....

*Declaration by the candidate: I \_\_\_\_\_ declare that I shall be responsible for any omission/errors/incomplete entries made by me in this form.*

Signature of the Candidate: .....

**Important Note:**

- This Application should be submitted along with Photocopy/scanned copy of the provisional certificate
- You may communicate and send your application by e-mail to : [convocation@bitmesra.ac.in](mailto:convocation@bitmesra.ac.in)
- Degree/Diploma certificates of candidates will be sent by Registered /Speed Post to the address given above after **1<sup>st</sup> March 2019**.
- For Ph.D Scholars/Diploma DD of Rs 2000 and the candidates from IRMEE Jamalpur DD of Rs. 3000 has to be sent in favour of Registrar, Birla Institute of Technology, Payable at Ranchi

**Application should be submitted to the Institute so as to reach the Registrar from 1<sup>st</sup> March to 13<sup>th</sup> March 2019**