

**INDIRA GANDHI NATIONAL OPEN UNIVERSITY**

**Regional Centre, KARNAL**

Dear Learner,

Heartiest congratulation to you for completing University Programme in December-2014/June-2015 term-end examination. You are eligible for award of Degree/Diploma Certificate at 29<sup>th</sup> Convocation likely to be held in May, 2016.

Please register for obtaining the degree/diploma certificate by submitting the enclosed prescribed application form or submit the form on line on the link available at the University's website i.e. ***www.ignou.ac.in***.

You may attend the convocation and collect the certificate at the Regional Centre.

The fee to obtain the Degree/Diploma certificate is Rs.400/- per certificate\* to be paid on line if you are registering yourself on line. In case, you are applying in the prescribed application form, the prescribed fee is to be paid by means of demand draft drawn in favour of 'IGNOU' and payable at the city of the 'Regional Centre' concerned.

Your prescribed application form duly filled in all respects along with the requisite fee must reach at the following address, latest by 11<sup>th</sup> April, 2016:-

**Regional Director,  
IGNOU Regional Centre  
06 Subhash Colony  
Karnal, Haryana  
PIN: 132001**

If you are not willing to attend the Convocation/could not attend the Convocation even after giving consent, your certificate will be sent to you by registered/speed post.

The exact date of Convocation and other details in this regard will be communicated to you in due course.

Wish you all the best for a bright future.

**Yours sincerely,**

**(Regional Director)**

**Encl: As above**

**\*PS: Students of MBA, MCA, M.COM, BTM, BNS, etc. are required to remit registration fee @ Rs.400/- per certificate (like Diplomas, PG-Diplomas/Degrees as prescribed in the Programme). Students have to take all the certificates if they have qualified for more than one module of the Programme.**



**REGISTRATION FORM FOR OBTAINING DEGREE/DIPLOMA CERTIFICATE IN THE 29<sup>TH</sup> CONVOCATION**

1. PROGRAMME CODE

2. ENROLMENT NO.

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3. NAME

: \_\_\_\_\_

(IN CAPITAL LETTERS)

4. ADDRESS

: \_\_\_\_\_

\_\_\_\_\_

PIN CODE: \_\_\_\_\_

5. Regional Centre Code

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6. Whether willing to attend the Convocation:

Yes
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No
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(Please tick the relevant box)

7. MOBILE/TELEPHONE No.

: \_\_\_\_\_

8. E-mail ID.

\_\_\_\_\_

9. PAYMENT DETAILS OF REGISTRATION FEE

: AMOUNT: \_\_\_\_\_ DRAFT No.: \_\_\_\_\_

DATE: \_\_\_\_\_ ISSUING BANK: \_\_\_\_\_

Date: \_\_\_\_\_

Signature of the student: \_\_\_\_\_

**PS: 1. Students of modular programmes like MBA, MCA and M.COM. Etc. are required to remit registration fee @ Rs.400/- per certificate (like Diplomas, PG-Diplomas/Degree as prescribed in the Programme). Students have to take all the certificates, if they have qualified fore more than one module of the Programme.**

**2. Demand draft for the requisite fee must be in favour of 'IGNOU' and payable at the city of the concerned Regional Centre.**

**3. Registration form duly filled in all respect along with the requisite fee may be sent at the following address:**

**To,  
Regional Director,  
IGNOU Regional Centre  
06 Subhash Colony  
Karnal, Haryana  
PIN: 132001**