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Dr. Amit Chaturvedi
Regional Director*Dear Learner,*

Heartiest congratulation to you for completing University Programme in December-2014/June-2015 term-end examination, thus becoming eligible for award of original Certificate at 29th Convocation of the University likely **to be held in April, 2016**.

You are required to register yourself for obtaining the degree/diploma certificate by submitting the enclosed prescribed application form. You may attend the convocation and collect the certificate in person or in absentia through the Regional Centre.

The fee to obtain the original Degree/diploma certificate is **Rs.400/- per certificate** which is to be paid by means of demand draft drawn in favour of **IGNOU** and payable at **ALIGARH** alongwith the **form and it must reach at IGNOU Regional Centre, 3/310, Marris Road, Aligarh by 4th April 2016 (Monday) positively.**

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.

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

IMPORTANT NOTE /aegRo i wZ l puk

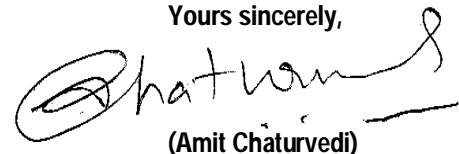
The copy of the application form for obtaining degree/diploma certificate in 29th Convocation is attached alongwith this letter. Please fill it properly and send alongwith the demand draft of requisite fee.

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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.

Wish you all the best for bright future.

Yours sincerely,


(Amit Chaturvedi)

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INDIRA GANDHI NATIONAL OPEN UNIVERSITY
REGIONAL CENTRE, ALIGARH



FORM FOR OBTAINING DEGREE/DIPLOMA CERTIFICATE IN 29TH CONVOCATION

1. PROGRAMME CODE :
2. ENROLMENT NO. :
3. NAME IN FULL :
4. NAME IN HINDI : _____
5. ADDRESS : _____

_____ PIN _____
6. E-mail ID : _____
7. MOBILE/TELEPHONE No. : _____
8. REGIONAL CENTRE CODE : **47**
9. DETAILS OF PAYMENT OF: Amount: _____ Draft No. _____ Date: _____
REGISTRATION FEE
Issuing Bank: _____ Place of issue: _____

(Demand draft in favour of IGNOU payable at Aligarh)

Date: _____

Signature of student: _____

The form duly filled along with bank draft of the requisite amount is required to be sent at the following address:-

**THE REGIONAL DIRECTOR,
IGNOU REGIONAL CENTRE,
3/310, MARRIS ROAD,
ALIGARH-202002 (UP)**

PS: Students of MBA, MCA, M.COM, BTCM, 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.

NOTE: Form along with demand draft (in favour of IGNOU payable at Aligarh) must reach at the IGNOU Regional Centre, 3/310, Marris Road, Aligarh by 4th April 2016 (Monday) positively.