

## **24th Convocation: Degree Certificates collection dates**

Dear Graduates of 24<sup>th</sup> Convocation,

Your degree certificate and gift items are ready for collection. Please collect your degree certificate and gift items according to the following schedule.

Graduates of **SBE** (BBA, BS in ECO, MBA, EMBA, MS in ECO, MDS)

**Date:** 28/8/2023 to 31/8/2023

**Time:** 10am to 4pm

Graduates of **SEPS** (B. Arch, BS in CEE, BS in CSE, BS in EEE, BS in ETE, MS in CSE, MS in EEE, MS in ETE); **SHLS** (BS in Bioche & Biotech, BS in Mic, BS in Env SCI, BS in ENV MGT, B. Pharm, B. Pharm. Prof, MS in Biotech, MS in ESM, M. Pharm. PCP, M. Pharm. PTB, MPH, EMPH); **SHSS** (BA in ENG, LLB, MA in ENG, LLM, MPPG)

**Date:** 3/9/2023 to 7/9 /2023 (except 6<sup>th</sup> September 2023, as Govt Holiday)

**Time:** 10am to 4pm

### **Place for collecting certificate & gift items:**

**Gift items:** NSU Auditorium Lounge

**Certificate:** Office of the Controller of Examinations

Graduates (or authorized persons) have to enter the NSU campus through gate no: 8 and go inside the **NSU Auditorium Lounge** to verify their documents (listed below) & collect the gift items. After collecting the gift items, graduates should collect their certificates from the **Office of the Controller of Examinations**

### **The following documents must be provided to collect the degree certificate.**

- Attested photocopies of the Certificates and Marksheets of SSC/O level, HSC/A level, Bachelor's degree (if completed).
- Attested photocopy of Provisional Degree Certificate of NSU (if collected).
- Original NSU Student ID card (If anyone lost his/ her NSU Student ID Card, s/he has to make a General Diary (GD) at the concerned Police Station and has to provide the Original Copy of the General Diary (GD) to the office of the COE).

**Note: Photocopies of the required educational documents will not be accepted without attestation.**

Any person authorized by the graduate in writing (with original signature), can collect the certificate on his / her behalf.

- The prescribed form of authorization (COE Form-9) is available in the following link <http://www.northsouth.edu/resources/nsuforms.html>.
- Authorized person must bring the complete authorization form and his/ her Original NID (with a photocopy).
- Graduates who have already collected their degree certificate must bring a photocopy of their degree certificate to collect the gift items.