**Annex I**

***Convocation for the Graduands of University of Vocational Technology – Year 2016***

01. Details of the Certificate Awardee:-

1. Name as in Birth Certificate or as amended:-.………………............................................................................................................................ ......................................................... ........................................... ........................................

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1. Registration No:-…………………………………………………………….
2. National Identity Card number :-...............................................................
3. Contact numbers:- ..........................................................................................
4. Personal address:-............................................................................................................... .............................................................................................................................................
5. Do you have any due owe to UNIVOTEC? (Yes or No) …………………………………………………………

If Yes, clear all the dues before 20th November 2016.

02. Details of persons, who wish to participate at the Convocation with you:-

1. Name: - .........................................................................................................................

National Identity Card number:-...............................................................

1. Name: - .........................................................................................................................

National Identity Card number:-...............................................................

1. Name: - .........................................................................................................................

National Identity Card number:-...............................................................

1. Name: - .........................................................................................................................

National Identity Card number:-...............................................................

Signature of Certificate Awardee

**Annex II**

Vice Chancellor,

I do not wish to participate the Convocation 2016, which will be held on 02nd December 2016.Please award me the degree in Absentia.

1. Name as in Birth Certificate or as amended:-.………………............................................................................................................................ ......................................................... ........................................... ........................................

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1. Registration No:-…………………………………………………………….
2. National Identity Card number :-...............................................................
3. Contact numbers:- .......................................................................................... .............................................................................................................................................
4. Personal address:-............................................................................................................... .............................................................................................................................................
5. Do you have any due owe to UNIVOTEC? (Yes or No) …………………………………………………………

If Yes, clear all the dues before 20th November 2016.

Signature of Certificate Awardee