

School of Planning and Architecture, Bhopal
Academic Section

Consent Form for Attending / Not attending the First Convocation
CONVOCATION DATE: MARCH 26, 2015

1. Roll No. _____ Department: _____
2. Programme of study: **UG:** B.Arch. / B. Plan.
 PG: M.Arch./M. Plan.
3. Academic Programme completed on date: _____ **4. NO-DUES Cleared: YES/ NO**
5. Name of the Student (in English) _____
(*as per last qualified exam certificate submitted in DOAA office)
6. Name of the Student (in Hindi)** _____
7. Current Postal Address: _____
Pin Code: _____ e-mail id: _____ Mobile No. _____
8. Tick one of the following boxes applicable to you:
- YES, I shall attend the Convocation and receive the Degree in person.**
Convocation Fee: ` 1500/- (for degree being conferred in person)
(if you are opting to attend the First Convocation in person, you will have to compulsorily attend the Convocation rehearsal scheduled on March 25, 2015).
- NO, I shall not be able to attend the Convocation.**
Convocation Fee: ` 1500/- (for degree conferred in absentia)

Convocation fee can be paid online or offline.

Online option: Transfer amount in Institute bank account through Internet Banking (submit e-receipt) or deposit cash in Institute Bank account through any bank (submit receipt in original). Relevant bank details are as follows:

Bank Name: Canara Bank; Branch: Bhauri; Branch code: 4725; Beneficiary Name: The Registrar, SPA Bhopal
Bank A/c No.: 4725201000004; MICR code: 462015021; IFSC code: CNRB0004725

Offline option: Submit Bank draft drawn in favor of "The Registrar, SPA Bhopal" payable at Bhopal or deposit cash in the Institute cash branch and submit receipt in original.

Transaction No./Receipt No./Draft No. _____ dated _____ Amount: _____ Bank _____

Date: ____/____/2015

Signature of the Student

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* if there is any variation in the name, you must write separately (through SPEED POST) duly supported by a copy of the last Degree/ Certificate.

** The Degree will be awarded in bilingual form, both in Hindi & English. The change of name in Hindi should not be made unless you are sure of its correction.

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If you are unable to submit this form in DOAA office in person, you may post it (along with Bank Draft and other enclosures, if any) through SPEED POST/ COURIER at the following address so as to reach us latest by March 16th, 2015.

The Dean (Academic Affairs)
School of Planning and Architecture
Neelbad Road, Bhauri
Bhopal – 462030

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PS: Please ensure that you have cleared all the Institute dues and deposited the NO-DUES certificate in Academic Section.

For any type of query, please contact Mr. Amit Khare, Assistant Registrar (Academics) at convocation@spabhupal.ac.in and deanacademics@spabhupal.ac.in or call at 09755590393.

The Assistant Registrar
Academic
School of Planning and Architecture,
Neelbud Road, Bhauri,
Bhopal- 462030

Subject: Name of parents or spouse to be invited for participation in Convocation 2015.

Dear Sir/Madam,

I,(Name in block letters), Roll No.
Programme am eligible to receive
my degree in the Annual Convocation to be held on March 26, 2015.

I would like to invite the following to the Convocation:

1. Name :
Relationship :
Address :
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.....

2. Name :
Relationship :
Address :
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.....

(Signature of the Graduand)

Date: