



# UNIVERSITY OF CALCUTTA

**Senate House, 87/1, College Street, Kolkata – 700 073**

**Prof. (Dr.) Debasis Das**  
**Registrar**

**Phone : 033-2219-0092**  
**E-Mail : registrar@caluniv.ac.in**

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Date: December 27, 2019

To  
All **Doctoral / M.Phil. degree recipients**  
University of Calcutta

Dear Sir/ Madam

You will be happy to know that the Annual Convocation of the University will be held on the 28th January, Tuesday at 1 pm at the Nazrul Mancha, Rabindra Sarobar Complex, Southern Avenue, Kolkata 700029. We would appreciate your presence on this occasion to receive your degree in person. You are requested to fill up the attached form (Form-A) and send the same to the email [convocation2020@caluniv.ac.in](mailto:convocation2020@caluniv.ac.in) latest by 10<sup>th</sup> January, 2020.

Degrees of only those whose presence is so recorded will be awarded degree in person during the Convocation. Your invitation card will be sent by post. One invitation card admits one person.

Should you wish to have your parents or spouse attend the Convocation ceremony, we will be very happy to extend an invitation for one person. Please collect from the Ph. D. Section, University of Calcutta latest by 20<sup>th</sup> January, 2020 giving names and address of your parents or spouse in the attached (Form-B). Invitation cards for guests will only be issued to recipients who will register their attendance for the convocation from the PH. D. section, Darbhanga Building between 11:00 a. m. To 4:00 p.m.

If you or your guest(s) have accessibility challenges (e.g. wheelchair-bound or on crutches etc), please contact Deputy Registrar via email [dr@caluniv.ac.in](mailto:dr@caluniv.ac.in) for special arrangements to be made.

Looking forward to seeing you at the Convocation

Yours sincerely

Registrar

**FOR ATTENTION OF ALL Ph. D. / M.Phil. students ELIGIBLE FOR AWARD OF DEGREE AT ANNUAL CONVOCATION 2020.**

Kindly note the following:

Date of Convocation 2020	28th January, Tuesday at 1 pm
Venue	Nazrul Mancha, Rabindra Sarobar Complex, Southern Avenue, Kolkata 700029
Convocation Programme	THE ANNOUNCEMENT WILL BE MADE on the website Please follow the official website, <a href="https://www.caluniv.ac.in">https://www.caluniv.ac.in</a>

i)	ALL THOSE STUDENTS WHO WOULD LIKE TO RECEIVE THEIR DEGREE IN PERSON IN THE CONVOCATION, IT IS COMPULSORY TO FILL UP the application for receiving Degree -In person
ii)	CHILDREN WILL NOT BE PERMITTED.
iii)	BRIEF CASES/ BAGS/ LADIES PURSES/MOBILE PHONES ETC. WILL NOT BE ALLOWED IN THE <b>OPEN AIR THEATRE</b> DUE TO SECURITY REASONS.
iv)	Recipients are requested to report at the Convocation venue before 11 AM

(Form-A)

Sub: Application for receiving Degree -In person in the Annual Convocation to be held on the 28th January, 2020

To  
The Registrar  
University of Calcutta

**Subject----- Ph.D. / MPhil. degree** (Strikeout. whichever is not applicable)

Sir

With reference to your letter No. ----- this is to inform you that:

I am eligible to receive my degree in the Convocation 2020. I shall attend the Convocation on the 28th January, 2020 to receive my Degree in person.

Dated: .....

Yours sincerely,

(Signature of the student)

ELIGIBLE FOR . **Ph.D./ MPhil.**

Name.....

Department -----

Address ..... Pin Code .....

Telephone No..... Mobile .....

E-mail Address: .....

(Form-B)

Subject : Name of parents or spouse to be invited to Convocation 2020

To  
The Registrar  
University of Calcutta

Sir

I, ..... (Name in block letters)  
Department....., am eligible to receive degree/diploma in the  
Annual Convocation to be held on the 28th January, 2020.

I would like to invite the following to the Convocation:

1. Name:

Relationship:

Address. of the invitee..... Pin Code  
Mobile .....

E-mail Address: .....

(Signature of the recipient of degree)

Date: .....

Note: Invitation card(s) will be handed over to the recipient of degree