



GOA UNIVERSITY

INSTRUCTIONS TO THE CANDIDATE FOR FILLING UP OF THE CONVOCATION FORM

1. Candidate seeking admission to more than one Degree / Diploma **must make a separate application** for each Degree / Diploma & **pay a separate fee** in respect of each application as indicated below:

Non Professional Degrees	B.A., B.Com., B.Sc., M.Com/M.Com(DEM), M.A., M.Phil, M.Sc.,	Rs.500/-
Professional degrees	All other Degrees/Diplomas and Ph.D.	Rs.750/-
Postal Charges in respect of Candidate staying outside the country and desirous of obtaining the Degree by Post		Rs.300/-

2. The Candidate may make cash payment of prescribed fees through bank challan at State Bank of India, Goa University Branch.

Incase of payment made by Indian Postal Order / Bank Demand Draft, the same should be drawn in favour of **The Registrar, Goa University**. The Bank Demand Draft should be payable at State Bank of India, Goa University Branch, Taleigao Plateau, Goa 403 206.

3. The Degree / Diploma Certificate will be issued as per the name indicated in the marksheet of the qualifying examination passed by the Candidate. Therefore the candidate is advised to enter his/her name as stated in his/her marksheet. (*Item No. 2 on the Convocation form*)

4. In respect of MBBS, BDS, BAMS and BHMS degrees, the candidate who has completed his/her internship training is eligible to apply for the Convocation Degree. The candidate should furnish the proof of completion of his/her respective internship training.

5. Candidate whose result is awaited consequent of the revaluation result should apply only after the declaration of the revaluation result.

6. After making the payment of fees, the candidate is required to fill in the form in all respects and submit the same along with the required enclosures (as indicated at Sr. No.7 below) to the Examination Section, Goa University, before the last date notified for the receipt of the same. Candidates should ensure that they collect the acknowledgement slip in return and retain the same for submission at the time of collection of degree. **No Degree/Diploma certificate will be issued without the acknowledgement slip.**

7. The following documents should be enclosed along with the Convocation form.

- a) Copy of Marksheet of the qualifying examination.
- b) 2 Photographs size **3.5 cms. x 3.5 cms.** only to be enclosed (One Photo to be pasted on the form and other Photo to be enclosed in an envelope and attached to the form). **No Polaroid photograph will be accepted.**
- c) Bank Challan copy / Demand Draft / Indian Postal Order.
- d) Incase of Ph.D. & M.Phil. Candidate, a copy of their declaration of result should be attached.

8. Applications with incorrect or incomplete entries are liable to be rejected.

9. **The last date for receipt of the form without late fee is 30th September 2011.**

10. **No Degrees will be distributed at the Convocation Venue on the day of the Convocation.**

11. The candidate desirous to collect his/her Degree/Diploma Certificate should collect the same from the University Examination Section within 10 days from the date of Convocation by producing the acknowledgement slip. Failing which, the same will be sent by Registered A/D. The University accepts no responsibility for any loss / non-delivery of the Certificate sent by post.

12. **Any mistake noticed in the Degree Certificate should be brought to the notice of the Controller of Examination, Goa University within 90 days from the date of the Convocation. If the correction is due to wrong entry by the Candidate in the Convocation form, prescribed Convocation fee will be charged separately for the fresh certificate. So also, for any correction brought to the notice of the Controller of Examination, after 90 days, the Candidate will be required to make additional payment of the prescribed fees for the fresh Certificate.**

13. Mere acceptance of the Convocation application form does not confer any right to the applicant's eligibility for award of the Degree/Diploma for which the application is submitted.





GOA UNIVERSITY

For Office use only

Faculty Code

Application No.

CONVOCATION FEES (In Rs.)

a. Professional Degree/Diploma	750.00
b. Non-Professional Degree	500.00
c. Postal Charges Outside the Country	300.00

APPLICATION FOR CONVOCATION FOR CONFERRING DEGREES & AWARDING DIPLOMAS

(Candidate is requested to read the enclosed instructions carefully before filling up the Form)

To **(To be filled in Block Letters only)**
The Registrar
P.O. Goa University,
Taleigao Plateau, Goa - 403 206 (INDIA).

Photograph

Size:3.5 cms x 3.5 cms.

N.B.
1. Please do not use Polaroid photos.
2. Avoid using white, light and fancy background.
3. 2nd Photo to be attached to form in an envelope

Sir, *(Please strike off whichever is not applicable. See overleaf to know the Professional/Non-Professional courses)*

I request admission to the at the ensuing

Convocation of the University. My particulars are as follows:

01. Enrolment No.: **(Only students having the Enrolment Card should enter this field)**

02. Candidate Name:
(As per marks card)

03. Father's Name:

04. Mother's Name:

05. Residential Address:

06. Pin / Zip Code: 07. Telephone No. with Area Code

Please enter appropriate codes in the boxes as mentioned overleaf

08. Sex (M / F): <input type="text"/>	13. Vocational Subject Code (Only those students who have opted for Vocational Degree may enter Vocational Subject Code) <input type="text"/>
09. Degree / Diploma Code: <input type="text"/>	14. Seat No.: <input type="text"/>
10. Class / Grade Code <input type="text"/>	15. College Code: <input type="text"/>
11. Month & Year of Exam: (MMYYYY) <input type="text"/>	16. COA No.: <input type="text"/> (Only Architecture students should enter the COA No.)
12. Special Subject Code A <input type="text"/> B <input type="text"/>	17. Date of Internship completion : <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> (if applicable)

Paid Rs. _____ vide Bank Challan / I.P.O. / D.D. No. & Date : _____

UNDERTAKING

The instructions enclosed with the form are read by me. I hereby undertake to abide by the same.

Yours faithfully,

Receiver's Signature

Date:

Name and Candidate's Signature

GOA UNIVERSITY Taleigao Plateau, Goa.

ACKNOWLEDGEMENT

Received the Convocation Application Form submitted by _____

Degree Applied :

Date: Month/Year of Passing :

Receiver's Signature

---- **This receipt may be retained for collection of the degree/diploma certificate alongwith Photo Identity** ----

Degree/Diploma, Special Subject, Vocational Subject, Class/Grade and College/University Codes

Code	Degree / Diploma	Code	Special Subject	Code	Special Subject
NON-PROFESSIONAL		101	English	219	Electronics Communication & Instrumentation
01	Bachelor of Arts	102	Hindi	220	Mass Media
02	Bachelor of Science	103	Marathi	221	Pharmaceutical Chemistry
03	Bachelor of Commerce	104	Konkani	222	Anthropology
04	Master of Arts	105	French	223	Microelectronics
05	Master of Science	106	Portuguese	❖ ❖ ❖	
06	Master of Commerce	107	Economics		
65	Master of Commerce(DEM)	108	Psychology		
74	Master of Commerce(DE)	109	Commerce		
PROFESSIONAL		110	Sociology	Code Class / Grade	
07	Doctor of Philosophy	111	History	01	Distinction
08	Master of Philosophy(M.Phil)	112	Philosophy	02	First Class Honours with Distinction
09	Bachelor of Fine Arts	113	Political Science	03	First Class with Distinction
11	Bachelor of Music	114	Geography	04	First Division with Honours
12	Bachelor of Education	115	Physics	05	First Class with Honours
13	Master of Education	116	Electronics	06	First Division
14	Master of Computer Applications	117	Mathematics	07	First Class
15	Bachelor of Science (Special)	118	Computer Science	08	Second Class with Honours
16	Bachelor of Science (Home Sc.)	119	Chemistry	09	Second Class
17	Doctor of Medicine	120	Inorganic Chemistry	10	Second Division
18	Master of Surgery	121	Physical Chemistry	11	Pass Class
19	Master of Pharmacy	122	Organic Chemistry	12	Pass Division
20	Master of Pharmacy (By Research)	123	Bio-Chemistry	13	Passes
21	Bachelor of Dental Surgery	124	Botany	14	Pass
22	Bachelor of Medicine & Bachelor of Surgery	125	Microbiology	20	O
23	Bachelor of Pharmacy	126	Zoology	21	A+
24	Post Certificate Bachelor of Science in Nursing	127	Geology	22	A
25	Master of Engineering	128	Marine Biotechnology	23	B+
26	Bachelor of Engineering	129	Marine Science	24	B
27	Bachelor of Architecture	130	Financial Accounting & Auditing	25	C
28	Bachelor of Laws	131	Cost Accounting	❖ ❖ ❖	
29	Bachelor of General Laws	132	Business Management		
30	Master of Management Studies	133	Pharmacology		
31	Diploma in Taxation	134	Latin American Studies		
32	Diploma in Public Health	135	Vocal		
33	Diploma in Child Health	136	Tabla		
34	Diploma in Radio-Diagnosis	137	Sitar		
35	Diploma in Psychological Medicine	138	Anaesthesiology	Code College / University	
36	Diploma in Anaesthesiology	139	Preventive & Social Medicine	01	Smt. Parvatibai Chowgule College of Arts & Sc.
37	Diploma in Obstetrics & Gynaecology	140	Radio-Diagnosis	02	Dhempe College of Arts & Science
38	Diploma in Venereology & Dermatology	141	Obstetrics & Gynaecology	03	St. Xaviers College of Arts, Sc. & Commerce
39	Diploma in Labour Laws & Labour Welfare	142	Paediatrics	04	Nirmala Institute of Education
40	Post Graduate Dip.in Computer Applications	143	Pathology	05	Goa Medical College
41	PG Dip in Occupational & Industrial Health	144	General Medicine	06	Goa College of Pharmacy
42	PG Dip in Administrative Management	145	Tuberculosis & Chest Diseases	07	Carmel College of Arts, Sc. & Com. for Women
43	Post Graduate Dip.in Business Management	146	Orthopaedics	08	S.S. Dempo College of Commerce & Economics
44	Post Graduate Diploma in Environmental Pollution Control Technology	147	General Surgery	09	Goa College of Engineering
45	Bachelor of Education (Vacation)	148	Ophthalmology	10	MES College of Arts & Commerce
46	Bachelor of Computer Applications	149	Foundation Engineering	11	Goa College of Art
47	Master of Laws (LLM)	150	Industrial Engineering	12	Damodar College of Commerce & Economics
48	PG Dip in Journalism & Mass Communication	151	Civil	13	V. Mahadeorao Salgaocar College of Law
49	Post Graduate Dip.in Applied Plant Sciences	152	Mechanical	14	D.M's V.N.S. Bandekar College of Commerce
50	PG Dip. in Clinical Genetics & Medical Laboratory Techniques	153	Electrical	15	Govind Ramnath Kare College of Law
51	Post Graduate Diploma in Management	154	Electronics & Telecommunication	16	Goa Dental College & Hospital
52	Master of Hydrographic Survey	155	Computer	17	Goa College of Architecture
53	Bachelor of Ayurvedic Medicine & Surgery	156	Banking & Finance	18	P.E.S. College of Arts & Science
54	Master of Business Administration	157	Financial Accounting, Auditing & Taxation	19	Goa College of Home Science
55	Master of Dental Surgery	158	Accounting	20	G.V.M. College of Commerce & Economics
56	Bachelor of Pharmaceutical Sciences	159	Business Studies	21	C.E.S. College of Arts & Commerce
57	Bachelor of Homoeopathic Medicine & Surgery	160	Skin, Venereology & Dermatology	22	Naval Academy, INS Mandovi
58	Bachelor of Science in Nursing	161	Computer Applications	23	Kala Academy's Goa College of Music
59	Master of Financial Services	162	Cost Accounting & Mngt Accounting	24	Institute of Nursing Education
60	Post Graduate Diploma in Taxation Laws	163	Applied Economics	25	Govt. College of Arts, Sc. & Com., Sanquelim
61	Master of Library & Information Science	164	Company Secretarial Practice	26	Govt. College of Arts, Sc. & Com., Khandola
62	Bachelor of General Law	165	Actuarial Science & Principles of Insurance	27	Govt. College of Arts, Sc. & Com., Quepem
63	Bachelor of Business Administration	166	Quantitative Techniques & Operation	28	Rosary College of Commerce
64	Bachelor of Laws(Hons)	167	Tourism & Hotelry	29	Saraswat Vidyalaya's College of Com. & Mngt.
68	Master in Logistic Management	168	Industrial Organisation & Management	30	Fr. Agnel college of Arts & Commerce
69	P.G.Diploma in Tax Planning & Management	169	Psychological Medicine	31	G.V.M's Dr.Dada Vaidya College of Education
70	Bachelor of Physical Education	170	Psychiatry	32	Govt. College of Arts & Commerce, Pernem
71	Master of Performing Art	171	Education	33	Shri Mallikarjun College of Arts & Commerce
72	Bachelor of Performing Art	172	Management Studies	34	Gomantak Ayurveda Mahavidyalaya & Research Centre
73	PG Dip.in Marine Microbiology & Technology	173	Applied Art	35	N.P. Zantye College of Commerce
75	PG Dip. in Event Management.	174	Painting	36	Shri Shantadurga Kunkolikarane Saunthan Clg
76	Bachelor of Education (Special Education)	175	Home Science	37	Padre Conceicao College of Engineering,Verna
77	Bachelor of Financial Services	176	Biotechnology	38	D.V.E.S's Goa Institute of Management Studies
78	Bachelor in Travel & Tourism Management	177	Politics	39	V.V.M.'s I.M.T.R., Margao
79	PG Dip. in Guidance & Counselling	178	Anatomy	40	Institute of Safety of H. & Environment
80	M.Sc. Hydrographic Survey	179	Accounting and Finance	41	S.E.S. Homeopathic College & Hospital
81	PG Dip. in Geoinformatics	180	Hotel Management	42	National Hydrographic School, Vasco
82	Bachelor in Social Work	181	Naval Science	43	Institute of Local Self Government
❖ ❖ ❖		182	Environmental Science	44	Don Bosco Goa Salesian Society
Code Vocational Subject		183	Environmental Planning	45	Shree Rayeshwar Inst. of Engg. & Information Technology, Shiroda.
161	Tax Procedures & Practice	184	Industrial Chemistry	46	I.N.S. Hamla, Malad, Mumbai.
162	Foreign Trade Practices & Procedure	185	Prosthodontics	47	P.E.S. College of Education.
163	Computer Applications	186	Orthodontics	48	P.E.S. College of Pharmacy, Farmagudi.
164	Tourism & Travel Management	187	Physiology	49	VMRF College of Nursing, Margao.
165	Electronics Equipment Maintenance	188	International Studies	50	Vrundavan Inst. of Nursing Edu.,Porvorim
177	Adv., Sales Promotion & Sales Mngt.	189	Small Busi. Mgt. & Entrepreneurship	70	Goa University, Taleigao Plateau, Goa.
187	Bio-Technology	190	Electrical & Electronics	❖ ❖ ❖	
196	Industrial Chemistry	191	Forensic Medicine & Toxicology		
		192	Periodontics		
		193	Oral Medicine and Radiology		
		194	Earth Science		
		195	Information Technology		
		196	Biotechnology(3 units)		
		197	Quality Assurance		
		198	Conservative Dentistry		
		199	Harmonium		
		200	Fire Technology		
		201	Mass Communication & Videography		
		202	Oto-Rhno Laryngology (ENT)		
		203	Tourism & Travel		
		204	Journalism		
		205	Mathematics(Computer Science)		
		206	Special Education		
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