



MADURAI KAMARAJ UNIVERSITY

(University with Potential for Excellence)

45th ANNUAL CONVOCATION - 2011

NOTIFICATION

R05/Ex./Convocation 2011



1. The Registrar notifies that the candidates **WHO HAVE PASSED IN NOVEMBER 2010 / APRIL 2011 EXAMINATIONS OF THE FOLLOWING COURSES ALONE** may download the applications for Annual Convocation – 2011 and the filled-in applications may be sent to the University to get their degree certificates at the ensuing Annual Convocation – 2011.

A. D.Sc./D.Litt./ Ph.D

B. Madurai Kamaraj University Departments candidates who have passed in the examinations of November 2010/April 2011.

C. DDE candidates who have passed U.G./P.G./M.Phil./Cert./Dip./P.G.Dip.courses in November 2010/April 2011 and

NOTE: Candidates who have undergone the U.G./P.G./M.Phil./Cert./Dip./P.G.Dip. Courses in Regular/Evening colleges and submitted their Annual Convocation fees through their colleges in the examinations of **April 2007 / 2008 /2009 / 2010/ 2011 NEED NOT APPLY AGAIN.**

The candidates who are not coming under the above categories should apply for their degree certificates only under **SPECIAL CONVOCATION**. They can download the special convocation application and apply with the relevant fees of Rs.1000/-

ANNUAL CONVOCATION FEE DETAILS		
	IN PERSON	IN ABSENTIA (by post)
D.Sc./D.Litt., / Ph.D.,	Rs.800/-	Rs.1000/-
M.Phil.	-----	Rs.800/-
U.G./P.G./Others	-----	Rs.350/-
LAST DATE WITHOUT PENALTY		: 31.01.2012
LAST DATE WITH A PENALTY OF Rs.100/-		: 28.02.2012

The convocation fee may be paid into the credit of “SBI Power Jyoti Account No.30983167593” in any of the branches of State Bank of India nearer to your place. The convocation fee may also be remitted by Demand Draft through any Nationalised Bank / Scheduled bank drawn in favour of **"THE REGISTRAR, MADURAI KAMARAJ UNIVERSITY PAYABLE AT MADURAI"**. The filled-in application along with DD / Challan should be sent to **THE REGISTRAR, MADURAI KAMARAJ UNIVERSITY, MADURAI – 625 021 ON OR BEFORE 31st JANUARY 2012 WITHOUT PENALTY AND 28th FEBRUARY 2012 WITH A PENALTY OF Rs. 100/-**

The date of Annual Convocation 2011 will be notified in the leading dailies later.

Candidates who have qualified themselves for an Additional Degree/Oriental Title **NEED NOT APPLY NOW**. They should apply separately under Special Convocation provision only.

Website for downloading the application: www.mkuniversity.org & www.mkudde.org

Request for issue of printed application for the Annual Convocation - 2011 will not be complied with.

PALKALAINAGAR
MADURAI - 625 021.
Date: 05.12.2011

Dr. M. RAJIAKODI
REGISTRAR i/c.

MADURAI KAMARAJ UNIVERSITY
APPLICATION FOR ADMISSION TO ANNUAL CONVOCATION - 2011
IN PERSON / IN ABSENTIA (BY POST)

- ❖ This form is applicable only to
 - (i) D.Sc. / D.Litt. / Ph.D. candidates and (ii) Candidates of regular Departments of MKU and DDE who have passed the following Exams in **November 2010/April 2011 only**.
 M.Phil. / P.G. / U.G. / Cert. / Dip. / P.G. Dip.
- ❖ D.Sc./D.Litt./Ph.D. and Prize Winners/Medalists **alone are eligible to apply " In Person "**
 All other candidates have to apply **"In Absentia"**

NOTE: Candidates who have passed prior to November 2010 examinations have to apply for Special Convocation only and for which a separate form may be downloaded.

TO BE CAREFULLY FILLED-IN BY THE CANDIDATE

Note: Candidates are directed to go through the instructions carefully before filling the application form. Defective application will be rejected.

FOR OFFICE USE ONLY			
READ BY:		EXAMINED BY:	
TO BE FILLED-IN BY THE APPLICANT			
1. Name of the Bank		2. Place of the Bank	
3. D.D. Number		4. Date of the D.D.:	
5. Date of the SBI Challan		6. Amount Paid	Rs.

1.	Name of the Candidate as entered in the University records with initials				
	IN ENGLISH (CAPITAL)				
	IN TAMIL				
2.	Father's Name (Mention in Tamil)				
3.	Name of the degree applied for	Subject	Month & Year of passing	Register Number	Exam Centre Number
4.	Address for Communication with mobile number if any				

Xerox copies of the Final statement of marks, Provisional Certificate and Course Completion Certificate (DDE) SHOULD BE ENCLOSED. In addition to that, P.G. students and M.Phil. Degree students should also enclose the Xerox copy of U.G. Degree Certificate / P.G. Degree Certificate.

NOTE: APPLICATIONS WITHOUT THE ABOVE MENTIONED XEROX COPIES WILL NOT BE ENTERTAINED

5.	Name of the College in which studied last and year of study				
6.	If studied through DDE(Correspondence course) mention the Enrolment No. and Year of admission				
7.	Has the candidate passed any major subject other than the subject now applied? If so, furnish the details				
	Name of the degree applied for	Subject	Month & Year of passing	Register Number	Exam Centre Number
(i)					
(ii)					

Place:

Date:

Signature of the Candidate

FORWARDED

Place

Date:

Signature of the Principal / Head of the University Department

Office seal

Address for communication to which the Degree certificate is to be sent be furnished in the box given below:			
Degree	Register Number	Degree	Register Number
Name Address Pin code: Mobile Phone (if any):		Name Address Pin code: Mobile Phone (if any):	

**MADURAI KAMARAJ UNIVERSITY
ANNUAL CONVOCATION 2011**

INSTRUCTIONS TO THE CANDIDATE

1.	<p>The convocation fee may be paid into the credit of “SBI Power Jyoti Account No.30983167593” in any of the branches of State Bank of India nearer to your place. The convocation fee may also be remitted by Demand Draft through any Nationalised Bank / Scheduled bank drawn in favour of "THE REGISTRAR, MADURAI KAMARAJ UNIVERSITY PAYABLE AT MADURAI". The candidates are advised to write their Name, Register Number, Course on the reverse of the Demand Draft. The Challan/Demand Draft should be sent along with the application. Application received without the Challan/Demand Draft and the relevant xerox copies of the certificates will not be entertained.</p>	
2	FEES TO BE PAID FOR OBTAINING THE DEGREE CERTIFICATE	
	DETAILS OF COURSE	AMOUNT TO BE PAID
	Ph.D./D.Litt./D.Sc. (In Person)	Rs.800/-
	Ph.D./D.Litt./D.Sc. (In Absentia)	Rs.1000/-
	M.Phil. – Candidates of both Regular Departments of MKU & DDE	Rs.800/-
	U.G./P.G./Cert./Dip./P.G.Dip. – Candidates of Regular Departments of MKU and DDE	Rs.350/-
	Last date for submitting the Convocation form without penalty – 31.01.2012 With a penalty of Rs.100/- 28.02.2012	
3	<p>Only the following candidates should send their applications forms directly to the Registrar, Madurai Kamaraj University, Madurai – 625 021. Candidates of (i) D.Sc./D.Litt./Ph.D. (ii) MKU regular Departments and (iii) Directorate of Distance Education (Correspondence course students)</p>	
4	<p>Candidates who apply for the following courses should enclose the Xerox copy of the degree certificate mentioned against them (wherever they studied).</p>	
	Name of the course for which applied now	Xerox copy of degree certificate issued by <u>MKU or other Universities</u> must be enclosed
	M.Phil., Education	M.Ed., degree
	M.Phil.	P.G. degree
	M.A.	B.A. degree
	M.Sc.	B.Sc.degree
	M.Com.	B.Com. degree / B.B.A. degree
	B.Ed. M.B.A. MHM/MBM/MFC/B.Lib.Sc./MMS/M.S.(IT)/ MS(IT&M)/PG Dip.	U.G. degree.
	M.Lib.Sc.	B.Lib.Sc.
	M.C.A. / M.C.A. Lateral	B.C.A/B.Sc.(C.S) / U.G. deg. with PGDCA
	<u>Note:</u> The Xerox copy of the provisional certificate of the basic degree will not be accepted. Candidates who have not obtained their basic degree certificates are not eligible to apply for the P.G. Degree certificates.	

5	Candidates who have passed through the Directorate of Distance Education should enclose the Xerox copies of the statement of marks, provisional certificate, course completion certificate along with their applications without fail.	
6	Candidates who have passed an Additional branch in U.G./P.G. should apply through Special Convocation only.	
7	Candidates should not apply for two degrees at a time	
8	a.	Only D.Sc./D.Litt./ Ph.D. candidates and Prize winners/Medalists are permitted to apply "In Person"
	b.	All other qualified candidates (except those mentioned in 8 (a) should apply for the degree certificate only "In Absentia"
	c.	D.Sc./D.Litt./Ph.D. candidates should enclose the xerox copies of the following: <ul style="list-style-type: none"> i. M.Phil.& P.G. degree certificate ii. Award Communication letter received from the Research section iii. Thesis title copy (First page of the Thesis with title of the topic) iv. Acceptance letter to receive the degree "In Person"
9	Enquiries from the candidates regarding the receipt of the applications in the Office will not be entertained. Candidates are therefore asked to send the applications by Regd. Post with acknowledgement due. Change of address will not be entertained.	
10	Applications which are not properly filled-in and which are received after the due date will not be accepted. The fees paid will not be refunded. Likewise, applications without the relevant xerox copies of supporting documents will not be accepted.	
11	Request for the issue of Annual Convocation applications - 2011 from this Office will not be complied with. The application should only be downloaded from the University website.	

XEROX COPIES OF THE FOLLOWING TO BE ENCLOSED ALONG WITH FILLED-IN APPLICATIONS IN ADDITION TO THE DEMAND DRAFT / CHALLAN	
U.G.	Consolidated Final Mark statement Transfer Certificate / Course Completion Certificate Provisional Certificate
P.G.	Consolidated Final Mark statement Transfer Certificate / Course Completion Certificate Provisional Certificate U.G. Degree Certificate (Refer Column No. 4)
M. Phil.,	Consolidated Final Mark statement Transfer Certificate / Course Completion Certificate Provisional Certificate P.G. Degree Certificate (Refer Column No. 4)