



**OFFICE OF THE REGISTRAR:: DIBRUGARH UNIVERSITY:DIBRUGARH**

Memo No.: DU/DR-A/XXII Conv-24/2023/ 971

Date: 04/10/2023

**TWENTY SECOND (XXII) CONVOCATION, 2024**

**NOTIFICATION FOR ONLINE APPLICATION**

The **XXII Convocation** of **Dibrugarh University** shall be held tentatively in **February, 2024**. In the Convocation, degrees shall be conferred on the eligible candidates who had qualified for all the degrees of the University (having cleared their Final Semester Examinations) during the period *from 01.01.2023 to 30.09.2023*. However, the candidates that have qualified/will qualify for the *Ph.D. Degrees during the period from 06.04.2023 to 10.01.2024* are eligible to apply for the Convocation. The Certificates of *Post Graduate* and *Ph.D. Degrees* shall only be distributed during the Convocation. The Certificates of other Degrees shall be distributed on subsequent dates and venues, which shall be notified later on.

The Submission of *Online Application* of the *XXII Convocation of Dibrugarh University* by the eligible intending candidates shall begin from **06.10.2023**. The **last date** for submission is **31.10.2023 (till 11:59 P.M.)**. *For the Ph.D. Degrees, the portal shall be open till 15.01.2024*.

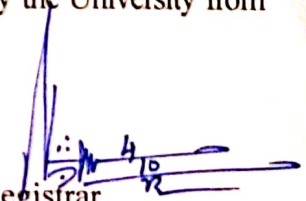
**HOW TO APPLY**

1. For submission of the Online Application Form, intending candidates are advised to follow the below mentioned instructions:
  - a. The candidate shall have to register in the portal **<https://certificate.dibru.work>** by entering Full Name, Email, Mobile Number and Password to login. The candidate will get "OTP" in the mobile and in the email for verification.
  - b. After verification, the candidates shall have to log in with mobile number and password and has to fill up the Online Application with correct and appropriate information.
  - c. The applicants shall have to pay prescribed fees through the online payment gateway by using Debit Card/Credit Card/ Internet Banking during the submission of form. No other mode of payment is acceptable. The prescribed fees to be paid by a Candidate is given as below-
    - i. ***Certificate Fee-Rs. 800/- (Only for the Candidates of Under Graduate Degrees and the PG and Ph.D. Candidates who will NOT participate in the Convocation Ceremony).***

**(ii) Certificate & Convocation Fee- Rs. 1500/- (For the Candidates of PG and Ph.D. Degrees who will participate in the Convocation Ceremony)**

2. The applicants can save and review the information entered before Submission, which can be edited on subsequent login. However, after Submission, editing of information shall not be possible.
3. On submission of the Online Application Form by an applicant, a successful message will appear and the application form can be downloaded/printed with a Unique Application Number which may be saved or printed for future use. The applicants are advised to take a print of the Online Application Form for any future reference.
4. However, a successful submission shall not imply that the application of a candidate is considered as correct and valid. This shall be ascertained after further verification by the University.
5. There shall be no alternative procedure for Application for participation in the XXII Convocation and the University shall not receive the Application Fee except the procedure mentioned at 1 (c) above.
6. The subsequent notification related to XXII Convocation shall be notified by the University from time to time.

Issued with due approval.

  
Registrar  
Dibrugarh University

**Copy to:**

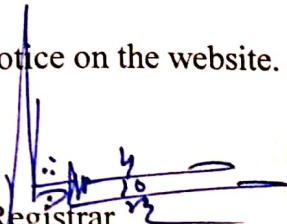
1. The Vice-Chancellor i/c, Dibrugarh University, for information.
2. The Deans, Dibrugarh University.
3. All Heads/ Chairpersons of the Departments/Centre for Studies, Dibrugarh University, for information. They are requested to display in their Departmental Notice Board.
4. All Principals of the Colleges/Institutes affiliated to/ permitted by the University, for information.
5. The Advertising Manager, Dainik Janambhumi mi, through the Dibrugarh Bureau, Dibrugarh.
6. The Advertising Manager, The Assam Tribune, through the Dibrugarh Bureau, Dibrugarh.
7. The Director, Doordarshan Kendra, Dibrugarh.
8. The Station Director, A.I.R., Dibrugarh.
9. The Station Director, A.I.R., Guwahati.
10. The Controller of Examinations i/c, Dibrugarh University, for information and for the needful to arrange the online application portal of the XXII Convocation, Dibrugarh University.
11. The Chairperson, Radio Gyanmalinee, Dibrugarh University, for information with a request to give publicity.

With a request to publish the notice exactly as per Annexure- A attached herewith in one of the issues of their esteemed dailies preferably not later than **06.10.2023** and submit bills in triplicate for payment.

With a request to please be kind enough to give publicity through local announcement.



12. The Joint/Deputy Controller of Examinations C, B and A, Dibrugarh University, for information and necessary action.
13. The Deputy Registrar (Academic), Dibrugarh University, for information and necessary action.
14. The Deputy Registrar, (F&A) i/c, Dibrugarh University for information and necessary action.
15. All the other Officers of the University.
16. The Programmer, Dibrugarh University with a request to put up the notice on the website.
17. Files.

  
Registrar  
Dibrugarh University