UNIVERSITY OF LIBERAL ARTS BANGLADESH **EC003(004)**

Graduation Application Form

____ Convocation 20___

Photograph

Personal Information

Print your name according to your SSC Certificate

Name (in BLOCK LETTER): _____ Student ID: _____

Contact Address: _____

Permanent Address: _____

Mobile Number: _____ Alternative Number: _____

Email: _____ NID/Passport No. _____

Father: _____

Mother: _____

The following information is required for the ULAB Alumni Association:

Organization: _____

Job Title: _____

Degree Sought

Degree Name: _____

Major: _____ Minor: _____

Graduation Term: _____ CGPA: _____

Fee Information

Tk. 7,000 (Seven Thousand) Graduation Fee (non-refundable) to be deposited in cash during the time of submission of this form. The fee will cover the following;

a. Provisional Certificate & Transcript [**Tick one(√): ☐ Already Received ☐ Not Required ☐ Required PVC]**

b. Convocation

c. Original Certificate & Transcript

Internal Office Use Only

Paid Tk:.....

Signature of the Student: _____ Date: _____

Eligibility Criteria

- Please ensure that you have fulfilled all your academic requirements and completed the required paper works.
- You have cleared any current dues or outstanding fees with the university. If required, please arrange payment with the appropriate department before.
- You have no pending issues in the ULAB library.

Exam Office Clearance

The above student has completed _____ credits in _____ term for _____ program.

The graduation verification status of the student;

☐ Confirmed

☐ Under processing

Remarks

Officer, Exam Office **Date** **Seal**

Library Clearance (internal use only)

I confirm that the above student owes no materials of any kind to the ULAB Library.

Officer, Library **Date** **Seal**

Accounts Clearance (internal use only)

I confirm that the above student has no dues of any kind and paid graduation fee tk. 7,000 to the ULAB.

Officer, Accounts **Date** **Seal**

Submission of Form

The Controller of Examinations
University of Liberal Arts Bangladesh
688 Beribadh Road
Permanent Campus
Mohammadpur, Dhaka-1207