

GRADUATION APPLICATION FORM

Date: _____

To: The Controller of Examinations

Dear Sir,

I have completed all the requirements for the degree of _____ in _____ Term. The details are given below:

Name: _____ ID # _____
(as per SSC/equivalent certificate)

Concentration: _____ Minor: _____

Completed credits: _____ CGPA: _____

Credit waiver /transfer, if any: _____

Contact Number: _____ Email: _____

I would like to request you to provide me my Provisional Certificate Transcript

Yours Sincerely,

Student's Signature

Conditions

- Student to ensure fulfillment of all academic requirements are completed.
- Student to ensure all dues fully paid.
- Transfer of credits and/or waivers, if any, must be recorded on the transcript.

Registrar’s office Clearance (internal use only)

I attest that the above student has completed all the courses in _____ terms/credits instead of stipulated 12 terms. The student is liable to pay for _____ terms tuition and registration fee as agreed during admission time. ID Card _____

Signature of Joint Registrar/Assistant Registrar

Date:

Library Clearance (internal use only)

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

Signature of Joint Librarian/Assistant Librarian

Date:

Accounts Clearance (internal use only)

I attest that the above mentioned student has no dues of any kind to the University of Liberal Arts Bangladesh.

Signature of Sr. Accounts Manager/Assistant Manager

Date:

Instruction:

Please submit this form and supporting documents in person to:

The Registrar’s Office

University of Liberal Arts Bangladesh

House# 56, Road # 4/A

Dhanmondi, Dhaka-1209

Cell # 01730 328 697