



## INSTRUCTIONS

1)	Provisional Degree Certificate will be issued only to those candidates to whom the Degree Certificate has not been issued.						
2)	<p>Application should be made by the candidate in the prescribed format and should be submitted personally or by post to;</p> <p style="text-align: center;"><b>The Registrar, Ganpat University, Ganpat Vidyanagar- 384012, Mehsana-Gozaria Highway, Mehsana, GUJARAT, INDIA</b></p> <p style="text-align: center;"><b>OR</b></p> <p>The candidate may also send the scan copy of duly filled application form along with supporting documents and prescribed fees with postage charges by email on <b>coe@ganpatuniversity.ac.in</b></p>						
3)	<p>The following document should be enclosed along with the <b><u>application form</u></b>.</p> <table border="1" style="width: 100%;"><tr><td>a)</td><td>Photocopy of the Qualifying Semester Marksheet (Attested)- <b>For Graduate &amp; Post Graduate Programs</b></td></tr><tr><td>b)</td><td>Photocopy of Ph.D. Notification- <b>For Ph.D. Programs</b></td></tr></table>	a)	Photocopy of the Qualifying Semester Marksheet (Attested)- <b>For Graduate &amp; Post Graduate Programs</b>	b)	Photocopy of Ph.D. Notification- <b>For Ph.D. Programs</b>		
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4)	<p>The fee should be paid in the form of <b>Demand Draft</b> in favour of the <b>“Ganpat University payable at Mehsana”</b> or through <b>RTGS</b> with details as under: (The Cheque of any type shall not be accepted) Fees for Provisional Degree certificate is Rs. 500.</p> <ul style="list-style-type: none"><li>• <b>Online Payment Through</b> :- <a href="https://paytm.com/education?op=Ganpat%20University">https://paytm.com/education?op=Ganpat%20University</a></li><li>• <b>RTGS Details:-</b><ul style="list-style-type: none"><li>- <b>Bank Name: The Mehsana Urban Co-op Bank Ltd.,</b></li><li>- <b>Branch: Ganpat Vidyanagar</b></li><li>- <b>Account Name: Ganpat University</b></li><li>- <b>Account No. 00261001000948</b></li><li>- <b>IFSC Code: MSNU0000026</b></li></ul></li></ul>						
5)	<p>Postage Charges is as follow, if requested through physical mail.</p> <table border="1" style="width: 100%;"><tr><td>a)</td><td>Within Gujarat : <b>Rs. 150/- + 18% GST = Rs. 177/-</b></td></tr><tr><td>b)</td><td>Within India : <b>Rs. 300/- + 18% GST = Rs. 354/-</b></td></tr><tr><td>c)</td><td>Abroad: <b>2000/- + 18% GST = Rs. 2360/- or as Actual on weight whichever is higher.</b></td></tr></table>	a)	Within Gujarat : <b>Rs. 150/- + 18% GST = Rs. 177/-</b>	b)	Within India : <b>Rs. 300/- + 18% GST = Rs. 354/-</b>	c)	Abroad: <b>2000/- + 18% GST = Rs. 2360/- or as Actual on weight whichever is higher.</b>
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c)	Abroad: <b>2000/- + 18% GST = Rs. 2360/- or as Actual on weight whichever is higher.</b>						
6)	Fees not refundable and not adjustable in any case.						