

GUB/CE/261/766

Date: 19<sup>th</sup> May, 2026

## Notice

**Subject: Submission of Degree Declaration Form for Spring 2026 Graduating students**

**All the graduating students** who have completed the required credits for their degree and do not intend to take any other courses for grade improvement are required to submit a signed **Degree Declaration Form**. This form serves as a **declaration** that no further courses for grade improvement will be taken. It must be submitted **before applying for an Academic Transcript or Provisional Certificate**.

You are requested to **collect the Degree Declaration Form** from your **respective department** and **submit the signed form** to the **Office of the Controller of Examinations**.

**Please note** that without submitting the Degree Declaration Form, you will **not be eligible** to apply for your Academic Transcript or Provisional Certificate.

For any further queries, please contact the Controller of the Examinations Office.



**Dr. Md Ahsanul Alam**  
Controller of Examinations

Distribution for action to:

- i. Chairpersons of all the Departments of GUB
- ii. Accounts Director
- iii. Program Coordinators of all the Departments
- iv. Deputy Director, IT (For flashing in the website)
- v. Department Co-ordination Officers

Copy for information to:

- i. Hon'ble Vice Chancellor
- ii. Hon'ble Pro-Vice Chancellor
- iii. The Treasurer
- iv. Deans of the faculties
- v. The Registrar