

GUB/CE/251/714

Date: 15th July, 2025

Notice

Subject: Submission of Degree Declaration Form for Spring 2025 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.


15-7-25

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