**Appendix-I**

**PROFORMA FOR OBTAINING THE DEGREE IN ABSENTIA**

**(To be sent through Speed/Registered Post)**

**To,**

**The Registrar**

**Bihar Animal Sciences University,**

**Patna, Bihar-800014**

Dated …………………

Sir,

This is to request you to please supply my degree as follows:

1. Name of the Degree ………………………………………………………………………..
2. Full Name (in capital letters) as per qualifying examination certificate:

In Hindi …………………………………………………………………………………….

In English …………………………………………………………………………………..

1. Present Mailing Address …………………………………………………………………...  
    The candidates are required to pay an amount of Rs. 250/- (Rs. Two Hundred and Fifty only) on account of absentia fee on or before 10th April, 2023 till 5.00 P.M. by online transfer through the payment gateway on University website at www.basu.org.in under Convocation Fee or through NEFT/RTGS (Bank: **State Bank of India**, Branch: **BVCC Branch**, IFS Code: **SBIN0009006**, Account Name: BASU Fund Account, Account No.:39747718537) or through DD in favour of "Finance Comptroller, BASU, Patna" payable at SBI, BVCC Branch, Patna.

Bank Draft/Cash Receipt No. …………………… Dated …………….Amount………….

1. 2.

**Yours faithfully,**

Signature of Student

Reg./Adm.No. ………………………

Date ………………………………