

**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 .....
3. 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 10<sup>th</sup> April, 2023 till 5.00 P.M. by online transfer through the payment gateway on University website at [www.basu.org.in](http://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 .....