

# Announcement

# 15<sup>th</sup> Convocation 2023



Students fulfilling all their degree requirements can apply for the 15<sup>th</sup> Convocation 2023. The convocation is expected to take place on March 20, 2023.

### Who may apply for convocation?

Students fulfilling the degree requirements by the end of Fall 2022 may apply for the convocation.

### What if I have applied already?

Please visit <https://www.bracu.ac.bd/> to follow the notices. You are also required to submit the following google form to update your information: <https://forms.gle/oqwyquhoSQTWe9b7>

**Deadline to register for the convocation is 30<sup>th</sup> January 2023**



### Process to Submit the Degree Application Form:

- Collect the Degree Application Form from the DCO of the respective departments.
- Duly fill up the form and collect clearance from the Library (Level 4, UB 2).
- Pay degree processing fee of Tk. 10,000 and any other dues (as applicable) to the BRACU Booth/bank.
- Get accounts clearance from the Accounts and Finance Department (Level 13, UB 9) by attaching your grade-sheet and payment receipt.
- Attach two passport-size photos (recent), photocopies of previous certificates and course waiver documents (if any).
- Submit the completed form at UB60405 (Office of the Controller of Examinations). Incomplete forms will not be accepted.

### \*Convocation Fee and Refund:

The fee as mentioned above is BDT 10,000. A refund of BDT 3,000 for the gown can be claimed by each student, once the gown is returned. The refund should be claimed within 6 weeks of the event to avoid forfeiture/cancelation of the refund.

### ***For further information, please contact:***

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*Best wishes from Office of the  
Controller of Examinations*