

INSTRUCTIONS

1)	Provisional Degree Certificate will be issued only to those candidates to whom the Degree Certificate has not been issued.
2)	Application should be made by the candidate in the prescribed format and should be submitted personally or by post to; <p style="text-align: center;">The Registrar, Ganpat University, Ganpat Vidyanagar- 384012, Mehsana-Gozaria Highway, Mehsana, GUJARAT, INDIA</p> <p style="text-align: center;">OR</p> The candidate may also send the scan copy of duly filled application form along with supporting documents and prescribed fees with postage charges by email on coe@ganpatuniversity.ac.in
3)	The following document should be enclosed along with the application form .
a)	Photocopy of the Qualifying Semester Marksheet (Attested)- For Graduate & Post Graduate Programs
b)	Photocopy of Ph.D. Notification- For Ph.D. Programs
4)	The fee of Rs. 500/- for the issue of Provision Degree Certificate should be paid in the form of Cash or Demand Draft in favour of the “Ganpat University payable at Mehsana” or through RTGS with details as under: (The Cheque of any type shall not be accepted) <ul style="list-style-type: none">• RTGS Details:-<ul style="list-style-type: none">- Bank Name: The Mehsana Urban Co-op Bank Ltd.,- Branch: Ganpat Vidyanagar- Account Name: Ganpat University- Account No. 00261001000948- IFSC Code: MSNU0000026
5)	Postage Charges is as follow, if requested through physical mail.
a)	Within Gujarat : Rs. 150/-
b)	Within India : Rs. 300/-
c)	Abroad: 2000/- or as Actual on weight whichever is higher.
6)	Fees not refundable and not adjustable in any case.