

No. ITM(U)/Exam/2026/226

Date 17-04-2026

NOTICE

Sub.: Degree Certificate Name Verification List.

All Final year students are hereby informed that the Student List distributed by the Examination Department contains two blank columns for mandatory completion.

Instructions for Completion:

- First Blank Column: Each student must write their complete name in Hindi exactly as they wish it to appear on their Degree Certificate.
- Second Blank Column: Each student must affix their signature as confirmation.


Important :

The name written by the student in the first blank column will be printed exactly as provided on the Degree Certificate.

Students are therefore instructed to verify their name spelling, format, and completeness most carefully before submission. Any discrepancy between the name written in this list and the student's preference will result in printing errors for which the student alone shall be held responsible.

Penalty for Errors:

In case any student writes an incorrect name in the designated column and the same incorrect name gets printed on the Degree Certificate due to the student's own error, a fresh Degree Certificate will be issued only on payment of full charges applicable for duplicate/new degree certificate issuance.


(Controller Exams)

Copy to :-

1. PA to Hon'ble Pro-chancellor
 2. Hon'ble Vice Chancellor
 3. Registrar
 4. CFAO
 5. Dean, Academics
 6. Deputy Registrar
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- } for kind information.