



Khulna University

Khulna, Bangladesh

Application for Award of the Degree of

To be filled in by the student

To
The Controller of Examinations
Khulna University
Khulna

Having fulfilled the prescribed requirements of **Year Degree of Bachelor/.....of..... Discipline.**

I hereby apply for award of the Degree. My particulars are as follows:

Name
(BLOCK LETTER)

Discipline

Student Number

Total Earned Credit Hours (ECH)

Cumulative Grade Point Average

Date of fulfilling the Degree Requirements
(Date of last Examination or thesis defense whichever is later)

I enclose herewith all my Grade Sheets in original.

Date:
Signature of Student

To be filled in by the Discipline Head

I certify that I have verified the above information with original grade sheets issued to the student and that he/she fulfilled all the prescribed requirements of..... Year Degree of Bachelor/.....of**Discipline.**

Date:
Signature & Seal of
Head of the Discipline

For the office of the Controller of Examinations

.....
Checked by
Controller of Examinations

Note for the Applicant

1. This application must be accompanied by the Statement of Course and Grades in prescribed form available at the Discipline and all Grade Sheets in original issued by the Controller of Examinations.
2. The Completed application must be submitted to the Discipline Head for processing and onward transmission.

Note for the Discipline Head

1. Please check the completeness of the application at the time of receiving it from the student.
2. Please verify the Statement of Courses Grades Submitted by the student with the original Grade Sheet and the specific requirements of the degree applied for.
3. Please certify and transmit to the Controller of Examinations.