



**J. D. BIRLA INSTITUTE**  
Departments of Science, Commerce and Management

---

10<sup>th</sup> September 2020

**NOTICE**

The final year students of all courses for Session 2019-2020, Batch 2017-2020 (UG) and 2018-2019 (PG) are hereby notified that they must submit filled-in Examination Form and application form for degree certificate latest by 16<sup>th</sup> September 2020 to [examination@jdbikolkata.in](mailto:examination@jdbikolkata.in)

Steps for filling up the form:

- 1) The soft copy of the form is available on the college website.
- 2) Student must fill in the soft version of the form and sign.
- 3) They must use their own digital signature.
- 4) Thereafter they must send the form as an attachment as an email to the required email address

Note: No fee is to be paid by the students and matters related to mark sheet and books may be ignored for the time being.

---

**Principal**  
**Prof. Deepali Singhee**

**CC: Notice Board No.1E, Satellite Campus & College Website**