

J. D. BIRLA INSTITUTE
Department of Science, Commerce & Management

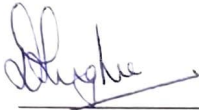
18.11.2020

CIRCULAR

This is to inform all former 3rd Year B.Sc / B.Com / BBA students who wish to apply for the **Provisional Pass Certificate** that they must follow the procedure mentioned below to receive the same.

- 1) Collect the Provisional Pass Certificate Form from Jadavpur University; alternatively download the same from Jadavpur University website.
- 2) Fill the details on the form.
- 3) Submit the filled-in form with an application addressed to the undersigned, along with a self-attested copy of registration card and result published.
- 4) Students must also submit Rs 200/- to the college office for this.
- 5) The Certificate will be distributed from college as soon as it is received from the University.

The process will take a minimum of 5-7 days and hence students should put in their application accordingly.



Principal
Prof. Deepali Singhee

CC: Notice Board – (1E), College Website, Front Office & Accounts Department.