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ST JOSEPH'S UNIVERSITY

Ref : SJU/Exam/122/24-25

NOTICE

11-3-2025

The following is the timeline for the submission of additional credit certificates

Last date to submit the certificates in the first year : The Hall ticket issue date for the second semester.

Last date to submit the certificates in the second year: The hall ticket issue date for the fourth semester.

Last date to submit the certificates in the third year : The hall ticket issue date for the sixth semester.

Additional chance to submit the certificates in the third year: Hall ticket issue date for the special supplementary examination. Results will be published along with the special supplementary examination results. Transcript, Provisional Degree Certificate, TC and Migration certificates will be issued within one month of publishing the results. Such students are not eligible to apply for the convocation in the current academic year. They can apply for the convocation in the next academic year.

Additional chance to submit the certificates in the third year with a fine of Rs 500/-: Within a month after publishing the Special supplementary examination results, as notified by the Controller of Examinations. Results will be published within one week after submitting the documents. Transcript, Provisional Degree Certificate, TC and Migration certificates will be issued within one month of publishing the results. Such students are not eligible to apply for the convocation in the current academic year. They can apply for the convocation in the next academic year.

Students who fail to submit the documents within the proposed timeline may submit them before the next available hall ticket issue date for the even semester. The results for such candidates will be published along with the regular 6th semester results. Transcripts, Provisional Degree Certificates, TCs, and Migration certificates will be issued within one month of publishing the results.

Controller of Examinations