



VEER SURENDRA SAI UNIVERSITY OF TECHNOLOGY BURLA

ବୀର ସୁରେନ୍ଦ୍ର ସାଏ ବୈଷୟିକ ବିଶ୍ୱବିଦ୍ୟାଳୟ

(A UGC Recognized State Government University by an Act of Assembly, Estd. -1956)

P.O. Engineering College, Burla, Dist: Sambalpur, Odisha, (India) -768 018

www.vssut.ac.in

No. VSSUT/ACD/745 /2025

Dated: 03/09/2025

NOTICE

The **16th Convocation** of the University is scheduled to be held on **13.09.2025**. As per earlier Notice No. VSSUT/ACD/316/2025, Dated 28/03/2025, the students who have already filled the **Google Form** and **deposited the refundable security fee of ₹1200/- (Rupees Twelve Hundred Only)** towards academic robes (Sambalpuri Kurta/Kurti and Uttariya) are **not required to fill the form again or deposit the security fee again**.

However, those interested students who have **not yet filled the Google Form and not deposited the security fee earlier** are required to fill the Google Form using the link <https://forms.gle/JvsZGJfo6iQjmNQFA> and deposit the refundable security fee of **₹1200/-** in the account number mentioned below, **latest by 06.09.2025** by following the instructions as mentioned in **PART-A**.

Those students who have already filled the Google Form and deposited the refundable security fee of **₹1200/- (Rupees Twelve Hundred Only)** towards the academic robes (Sambalpuri Kurta/Kurti and Uttariya), but will **not attend the 16th Convocation scheduled on 13.09.2025**, are required to submit their details for refund as mentioned in **PART - B**.

PART - A

The security fee will be refunded one day before the convocation at the registration counter. The academic robes are non-returnable and will be issued one day before the convocation at the registration counter from **9.00 AM to 3.00 PM**. Students must upload the proof of security fee deposit (**in pdf/jpeg format only, less than 1MB**) in the Google Form. The registration will close on **06.09.2025**.

➤ **Registration Advisory:**

- In case the payment is unsuccessful or any other reason, students are advised to wait for 24-hours before re-registration. Such cases may be reported to the PIC, Convocation by email: pic_convocation@vssut.ac.in.
- Multiple registrations will lead to cancellation of participation in the Convocation.
- Any wrong information in the Google Form may lead to cancellation of registration.
- Students having **Provisional Certificates** are only eligible for registration.
- The uploaded documents must be named as **<RegistrationNumber_documentname>**.
For example: The documents to be uploaded by the student having registration number 1710110002 should be named as **1710110002_securityfee, 1710110002_provisional, 1710110002_higherstudy**.

➤ **Account Details for academic robe security fee deposit:**

Beneficiary Name: VSSUT, Burla

Account No.: 80622200000168

Name of the Bank: Canara Bank

Name of the Branch: Canara Bank, VSSUT, Burla – 768018

IFSC Code: CNRB0018062

PART - B

The students must upload the following documents through the Google Form link given below on or before **06.09.2025**.

1. Payment details / proof of security fee deposit
2. Copy of Bank Passbook (showing account details) **or** a Cancelled/Blank Cheque
3. Other details as required in the Google Form

The refundable security fee will be processed only after submission of the above details through the Google Form.

Google Form Link: <https://forms.gle/vCoSH3kf7iBuko9d8>

Sd/-
Dean, Academic Affairs
Dated: 03/09/2025

Memo No.VSSUT/ACD/746/2025

Copy to:

1. Controller of Examination for information.
2. Dean, PGS&R for information.
3. Professor-in-charge, 16th Convocation for information.
4. Dean F & P, with a request to facilitate in uploading this notice in University website for vide circulation.
5. PA to Registrar for information.
6. PA to VC for kind information of Hon'ble Vice-Chancellor.

Sd/-
Dean, Academic Affairs