

Ref. No.: 001/MVJCE/CIRPRL/2026-27

Date: 10 AUG 2026

CIRCULAR

Notice - Collection of Pending Academic Documents

Former students who have not yet collected their Semester Grade Cards, Marks Cards, Degree Certificates, or any other pending academic documents are hereby informed to collect them from the College Administrative Office between 24th August 2026 and 29th August 2026, from 10:00 a.m. to 5:00 p.m., excluding general holidays.

Students are advised to collect their documents within the stipulated period to avoid a processing fee of ₹5,000. Any documents remaining uncollected after 30th September 2026 will be returned to the respective University. Thereafter, students will be required to approach the University directly for the issuance of their Marks Cards and other academic documents.

Note:

A valid photo ID proof and a copy of the Course Completion Certificate or copy of No-Due Certificate are mandatory for the collection of documents.



Copy to:

HODs for conveying the information to all former students,

Deans,

Registrar and COE,

Establishment section,

HR, All Section Heads,

Website update,

File.


Principal
Principal
M.V.J. College of Engineering
Bangalore - 560 067