Dated: January 31, 2013

Dear Students,

The 7th Convocation of the University will be held at the Auditorium of NUJS, Kolkata in the afternoon of **FEBRUARY 24, 2013 (Sunday)** 2 P.M. onwards.

**Please ensure your presence at the ceremony.**

Attached please find a letter of invitation addressed to your parents. I request you to forward the same to them as the University may not have their latest mailing address.

Convocation Fee for participating **in person** is Rs. 500.00 and **in absentia** is Rs. 150.00 payable through a **Bank Draft** favouring ‘The WBNUJS’ payable at Kolkata to be sent to the undersigned by **February 10, 2013**.

Please confirm your participation in person or otherwise by return mail addressed to **nujs.convocation2013@gmail.com** positively by **February 10, 2013**.

Yours Faithfully,

Dr. Surajit C. Mukhopadhyay
Registrar

**PS:** Please inform your batch mates about the Convocation date and time.
Dated: January 31, 2013

Dear Parent,

The 7th Convocation of the University will be held at the Auditorium of NUJS, Kolkata in the afternoon of February 24, 2013 (Sunday) 2 P.M. onwards.

It is our great pleasure to invite you to be present at the Ceremony and be a part of a memorable moment in the life of your ward. Your spouse and other family members except children below the age of 12 years are also welcome. I shall be obliged to have the name, relationship and detailed contact address of each person attending the Convocation mailed to me at registrar.nujs.convocation2013@gmail.com latest by February 10, 2013. This is a protocol requirement which has to be scrupulously observed.

Receipt of this communication may kindly be acknowledged.

Yours sincerely,

Dr. Surajit C. Mukhopadhyay