

## **Procedure for the Conversion Certificate (CGPA to percentage) for all B.Tech & M.Tech students**

- ❖ Application requesting for medium of Instructions Certificate - To, Controller of Examinations, Dr.Babasaheb Ambedkar Technological University, Lonere stating name and PRN.
- ❖ Xerox copy of all Semester Original Mark sheets
- ❖ No Dues / L.C. / Clearance Certificate (From parent Institute where you completed your UG/PG).
- ❖ Conversion certificate Fee, Rs 100/- to be paid from online by University link
  - Click on <https://dbatu.unisuite.in/PayList/EF>
  - Select CGPA To Percentage Conversion Certificate Fees (Per Student)
  - Fill information in remark put CGPA to Percentage certificate and pay Rs.100/- online after payment receipt will be generated
  - Download receipt
- ❖ Attach receipt and document to be verified with application.
- ❖ Send this document via e-mail ([examcertificate@dbatu.ac.in](mailto:examcertificate@dbatu.ac.in)) and you will receive the certificate on your mail id after seven days.

### **Notes:**

1. Any issue related to payment contact [dbatu\\_support@unisuite.in](mailto:dbatu_support@unisuite.in)