



Sanjay Ghodawat University Kolhapur

Established as a State Private University under Govt. of Maharashtra Act No. XL dated 3rd May 2017

Empowering Lives Globally !

CONTROLLER OF EXAMINATIONS

Ref. No- SGU/COE/Convocation Circular/2025/ 446

Date- 17-09-2025

CIRCULAR

All pass-out students of the **Academic Year 2024–2025 (Winter-2024 / Summer-2025 batch)** are hereby informed that the notice regarding uploading of photographs on ERP has already been circulated on **18-07-2025** (Ref. No: **SGU/CoE/Convocation Circular/2024-25/98**) for your reference.

Students are once again reminded to upload their photograph on ERP through the following link:

➡ **ERP Login – https://sguonline.in/sgu_erp/**

Instructions for Upload:

- Upload a **recent passport-size photograph** through your **Summer-2025 ERP login**.
- Use the **"Upload Convocation Photo"** tab available in your student login.
- Follow the detailed instructions provided on the dashboard.
- **Only passport-size photographs will be accepted. Selfies or casual photos will not be accepted.**
- Ensure that your **email ID, contact number, and address** are correct and updated on ERP.

Important Note:

Students who fail to upload their photograph will not have their photo printed on the **degree certificate**.

For any further queries, kindly contact:


Mr. Sandip Patil – 9096573698

Examination Department

Copy To:

- 1 PA to Vice- Chancellor
- 2 The Registrar
- 3 HoDs (All Departments)




Controller of Examination
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Sanjay Ghodawat University
Kolhapur