



GUJARAT TECHNOLOGICAL UNIVERSITY

(Established by Government of Gujarat under Gujarat Act No. : 20 of 2007)

ગુજરાત ટેકનોલોજીકલ યુનિવર્સિટી

(ગુજરાત સરકારના ગુજરાત અધિનિયમ ક્રમાંક : ૨૦/૨૦૦૭ દ્વારા સ્થાપિત)

Ref: GTU/Convocation/2025/ 7A27

Date: 23-09-2025

Subject: Regarding Photo upload circular for 15th Annual Convocation Certificate **(For Institutes).**

Circular

This is to inform all concerned that the University has decided to organize 15th Annual Convocation in the month of January-2026. Students who have met all the requirements for their degree/diploma and passed in the Summer-2025 Examination are eligible to receive their Final Degree/Diploma certificates at the convocation.

Students whose photo are not visible/available or display "No Image Available" in their application form are required to upload their photograph by logging in with their credentials on the Student Portal (<https://www.student.gtu.ac.in/>).

Students are requested to upload their latest passport size colour photo in JPG latest by **04-11-2025**.

The respective Institutes are required to verify and approve the photographs uploaded by students as per the instructions given below. Only after such approval will the student's photograph be updated in the Convocation Certificate. Institutes can also view the uploaded photographs of their students through their respective admin panel.

Institutes are informed to verify and approve the student's photograph by 06-11-2025 at the latest.

Photograph requirements:

Acceptable:

1. Neutral expression, mouth closed
2. Good lighting, no shadows behind head or on face.
3. Eyes looking directly at camera.
4. Plain, light-coloured background.
5. High resolution, good quality paper

Not Acceptable:

1. Image Size more than 100KB.
2. Shadows behind head.
3. Red Eye.
4. Background not plain.
5. Photograph size too small.
6. Head size too big or too small.
7. Flash reflections from glasses or tinted glasses.
8. Glasses frames covering eyes.
9. Eyes looking away from the camera.
10. Face not front onto the camera.
11. Mouth open, unnatural expression.
12. Ink marks or indentations.
13. Grainy, pixelated or blurry images.
14. Image with any type of rubber stamp markings.



Winners of: "Most Promising University of India 2020" "1st Rank Among All Universities in Gujarat 2020 by Uni Rank" "1st Rank in Gujarat State Institutional Ratings Framework (GSIRF) 2019" "National Leadership Excellence Award 2019 in Technical Education" "India's Most Trusted State University 2019" "Outstanding University in West India 2019"

Head Office : GTU Campus, Nr. Visat Three Road, Visat-Gandhinagar Road, Chandkheda, Ahmedabad - 382424, Gujarat, India. Tele: 079-23267570/521 E-mail : info@gtu.ac.in URL : www.gtu.ac.in



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Students who do not upload their updated photograph within the given time will have their Degree/Diploma Certificate printed with the current photograph already available with the University. Once the Certificate is printed, the photograph cannot be changed under any circumstances.

If a student fails to upload their photograph (or if the photo is missing or shows "No Image Available" in their student portal), the Degree/Diploma Certificate will not be printed. In this case, the Certificate will only be issued 5 to 6 months after the student submits the photograph.


22/9/20
Registrar



CC To:

1. PA/PS to Hon'ble VC
2. PA to Registrar
3. All section heads of the University
4. All the Institutes affiliated with the University for information and necessary action

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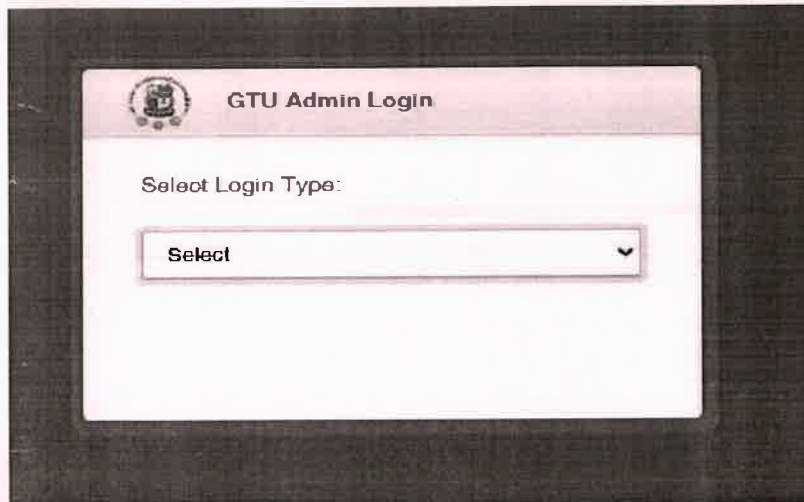
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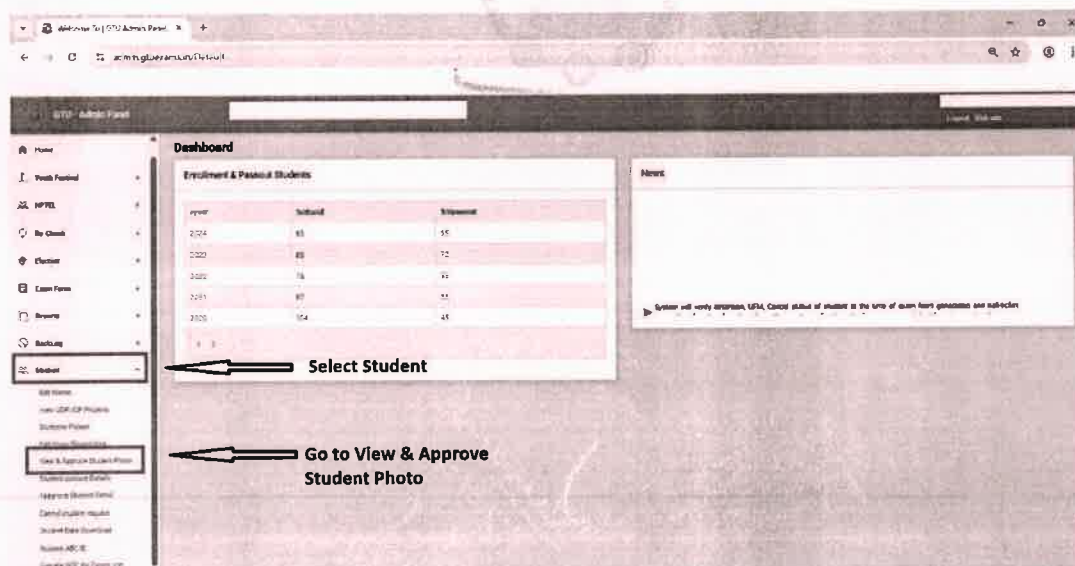
(ગુજરાત સરકારના ગુજરાત અધિનિયમ ક્રમાંક : ૨૦/૨૦૦૭ દ્વારા સ્થાપિત)

Steps to Approve student's new photo for Institute only:-

1. Login to institute admin panel.



2. Go to "view & Approve student photo" option under "student" menu.



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3. Insert all the required details and approve the photo of the student.

Approve Students New Uploaded Photo

Enrollment No. : Branch Code :

Search

Note : You Can View only top 20 records on one page, Kindly Approve & Reject As Soon As possible

Student Detail	Old Photo	New Photo	Select
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Note: The Institute must verify that the uploaded photograph is correct and belongs to the respective student. Only after this verification, the Institute should approve the photograph, this approval should be done by 06-11-2025 at the latest.



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