



**PROFESSOR JAYASHANKAR TELANGANA STATE AGRICULTURAL UNIVERSITY
Rajendranagar, Hyderabad**

APPLICATION FOR ORIGINAL DEGREE CERTIFICATE

Candidate's name with surname	:		Affix latest passport size photo with white background
Father's Name	:		
Mother's Name	:		
ID No.	:		
Degree	:		
Major field (for PG/Ph.D students only)	:		
Name of College	:		
Month & Year of completion of degree	:		
Tick(✓) mode of receiving degree	:	() In-Person / () In-Absentia	
Mobile Nos.	:	1) _____ 2) _____	
E-mail ID	:		
Convocation No.	:	Third Convocation	
DD No.	:		
Date of DD	:		
Name of the bank	:		
Postal address to which the certificate should be sent	:		
Candidate' signature	:		
Date	:		

(FOR OFFICE USE)

The candidate has completed the graduation requirements for the award of _____
degree in _____ and he/she has been admitted during the _____
convocation held on _____ and he/she is eligible to receive his/her degree certificate
In-Person/In-Absentia.

SR. ASSISTANT

SUPDT.

ACOE/COEDEAN PG

INSTRUCTIONS TO THE CANDIDATES

1. All the undergraduates and postgraduate candidates who have qualified themselves for the award of degrees and obtained Provisional Degree Certificates from Professor Jayashankar Telangana State Agricultural University during the period from 01.08.2017 to 31.07.2018 need to apply.
2. The candidates have to furnish all the above necessary information.
3. The candidates should enclose a copy of their Provisional Degree Certificate along with the application.
4. A latest passport size photo should be affixed in the space provided with white background.
5. The candidates should also enclose additional photos (2 Nos.) duly indicating their name, I.D. No., course and major field(for PG/Ph.D. students only) on the reverse, for affixing them on their Degree Certificate.
6. The candidates should enclose along with their application an original demand draft drawn on any nationalized bank in favour of “**The Comptroller, PJTSAU**” payable at Hyderabad.
7. In case of PG and Ph.D students who have paid Convocation fee during their submission have to pay the difference amount for receiving degree during Convocation.
8. The DD amount to be remitted is as follows: **In-Person :Rs. 2,200/-& In-Absentia : Rs. 2,400/-**
9. The **PG/ Ph. D** candidates should send the filled form along with the DD to: **The Dean of Post Graduate Studies, Administrative Office, Professor Jayashankar Telangana State Agricultural University, Rajendranagar, Hyderabad- 500030** on or before **31stJanuary, 2019**.
10. The **UG** candidates should send the filled form along with the DD to: **The Controller of Examinations, Examinations Centre, Professor Jayashankar Telangana State Agricultural University, Rajendranagar, Hyderabad- 500030** on or before **31stJanuary, 2019**.
11. In case of candidates obtaining to receive their degrees In –Absentia, their Original Degree Certificate will be sent by post to the address mentioned in the form by the candidates.