Hall Ticket No:											College Code		

JAWAHARLAL NEHRU TECHNOLOGICAL UNIVERSITY: KAKINADA

Kakinada – 533 003 A.P. (India)

APPLICATION FOR AWARD OF DEGREE

(To be sent to the Controller of Examinations, JNTUK, Kakinada – 533 003.

D.D. No: _____ Dt.: _____

Bank: _____ Amount Rs.: _____

☐ In Convocation (in Absentia)

☐ Pre – Convocation   (Tick [√] the appropriate box

☐ Post- Convocation

Affix a recent Passport Size Photograph

Name in Block Letters(**As Per SSC**)																	

Father's name in Block Letters																	

Address for Communication (Do not repeat your name)

Contact No: _____   Pin Code: | | | | | |

Degree to be Awarded	Degree	
	Branch	

Date:

Place:

SIGNATURE OF THE CANDIDATE

(To be filled in by the Office of the Controller of Examinations, JNTUK, Kakinada)

The Candidate has fulfilled all the academic requirements for the award of_____

_____Degree in _____. The Candidate has secured _____

Class :

Date :   CONTROLLER OF EXAMIANTIONS

(To be filled in by the Office of the Registrar, JNTUK, Kakinada)

1. The award of Degree to the applicant was endorsed by the Academic Senate at it meeting held
   on_____

2. The Executive Council approved the award of Degree to the applicant at it meeting held
   on _____

3. Degree bearing number _____was awarded to the applicant at the

   Convocation held on _____

4. Demand drafts entered in the D.D. Register at Page No. _____on _____

5. The Degree certificate may be issued.

Date :   REGISTRAR

   The Degree Certificate bearing No. _____is Dispatched on _____.

                                                                    Dispatching Clerk, JNTUK, Kakinada.
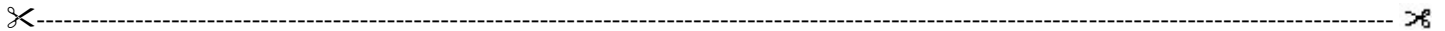
FOR POSTAL USE ONLY:
LABELS FOR PERMANENT ADDRESS (Write in CAPITAL LETTERS ONLY)
Note: As your Degree will be sent by post, write your full address neatly and legibly.

<table>
<tr><td colspan="2">Affix one more Photograph here & Write the Hallticket No on the backside of Photograph</td></tr>
</table>

HTNO	:
NAME	:
FATHER'S NAME	:
EMAIL ID	:
CONTACT NO	:
ALT- CONTACTNO	:
ADDRESS	:
PINCODE	:

✂---✂

FOR POSTAL USE ONLY:
LABELS FOR PERMANENT ADDRESS (Write in CAPITAL LETTERS ONLY)
Note: As your Degree will be sent by post, write your full address neatly and legibly.

HTNO	:
NAME	:
FATHER'S NAME	:
EMAIL ID	:
CONTACT NO	:
ALT- CONTACTNO	:
ADDRESS	:
PINCODE	:

List of copies to be enclosed to the application for processing OD

1. DD in favour of **the Registrar, JNTUK, Kakinada** payable at Kakinada.
    (Name and H.T. Number shall be written on the back side of Demand draft)
    Fees inclusive of Postage :
    a) In Convocation (In Absentia) **:   Rs 1500/-**
    b) Pre-Convocation : **Rs. 3,500/-**
    c) Post Convocation: **Rs. 1500/-** + (Late fee of **Rs. 500/-** per every year).
       2009 passed out batch: **Rs.4000** (Rs. 1500/- + Late fee of Rs. 2500/-)
       2010 passed out batch: **Rs.3500** (Rs. 1500/- + Late fee of Rs. 2000/-)
       2011 passed out batch: **Rs.3,000** (Rs. 1500/- + Late fee of Rs. 1500/-)
       2012 passed out batch: **Rs.2,500** (Rs. 1500/- + Late fee of Rs. 1000/-)
       2013 passed out batch: **Rs.2,000** (Rs. 1500/- + Late fee of Rs. 500/-)

2. Attested copies of SSC, Provisional certificate.

3   a) Attested copy of consolidated marks memo (CMM) (for B.Tech / B.Pharmacy courses).

    b) Attested copies of individual semesters marks memos.

4   T**wo passport size photographs** in a separate cover and pin the cover to the application. The H.T No should be invariably written on the rearside of the photographs.

5. The Student Name and Father's Name in the Provisional certificate must be written as per SSC.

6. If there is mistake in the PC/CMM, the certificates are to be corrected first and the corrected copies of PC/CMM are to be enclosed.

7. In case the filled in application is send by the post, write "OD-APPLICATION" on the top of the cover.

8. If they fail to fulfill any of the requirements stipulated above, the OD Application will not be processed.

9. The OD certificate will be posted to the address furnished by the student and hence complete information need to be provided.

Place :

Date :   SIGNATURE OF THE CANDIDATE