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College Code		
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JAWAHARLAL NEHRU TECHNOLOGICAL UNIVERSITY GURAJADA VIZIANAGARAM
VIZIANAGARAM-535003, A.P (India)

APPLICATION FOR AWARD OF DEGREE

(To be sent to the Controller of Examinations, JNTU-GV, Vizianagaram– 535003.

D.D. No _____ Dt.: _____

Bank: _____ Amount Rs.: _____

<input type="checkbox"/>	In Convocation (in Absentia)	} (Tick [√] the appropriate box
<input type="checkbox"/>	Pre – Convocation	
<input type="checkbox"/>	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	

(To be filled in by the Office of the Controller of Examinations, JNTU-GV, Vizianagaram)

The Candidate has fulfilled all the academic requirements for the award of _____

_____ Degree in _____. The Candidate has secured _____ Class

Date :

CONTROLLER OF EXAMINATIONS

(To be filled in by the Office of the Registrar, JNTU-GV, Vizianagaram)

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, JNTU-GV, Vizianagaram.

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.

Affix one more Photograph
here & Write the Hall
Ticket No on the backside
of Photograph

HT.NO	:
NAME	:
FATHER'S NAME	:
EMAIL ID	:
CONTACT NO	:
ALTERNATE CONTACT NO	:
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

HT.NO	:
NAME	:
FATHER'S NAME	:
EMAIL ID	:
CONTACT NO	:
ALTERNATE CONTACT NO	:
ADDRESS	:
PINCODE	:

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

1. DD in favour of the Registrar, JNTU-GV, Vizianagaram payable at Vizianagaram.
(Name and H.T. Number shall be written on the back side of Demand draft)
Fees inclusive of Postage: (Name and H.T. Number shall be written on the DD)
 - 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).
2. The receipt of the payment shall be submitted along with the application through principal.
3. Attested copy of Provisional Degree Certificate or copies of all semester marks cards issued by the University.
4. Xerox copies of SSC, Provisional certificate.
5. a) Xerox copy of CMM (for B.Tech/B.Pharmacy courses).

b) Xerox copies of two semesters marks memo for M.Tech/M.Pharmacy course.

c) Xerox copies of three/five semesters marks memo for MCA course.

d) Xerox copies of three semesters marks memo for MBA course.
4. Enclose two passport size photographs in a separate cover and pin the cover to the application.
The H.T No should be invariably written on the backside of the photographs.
5. The Student Name and Fathers Name in the Provisional certificate must be written as per SSC.
6. If there is mistake in the PC/CMM correct immediately and enclose the corrected copies.
7. In case the filled application will be sent by post. Please 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.

Place :

Date :

SIGNATURE OF THE CANDIDATE