KRISHNA UNIVERSITY

RAJUPETA, MACHILIPATNAM, KRISHNA DISTRICT – 521001 (A.P)

Application Form for obtaining the Original Degree in Convocation / ABSENTIA for UG/PG/ PG Diploma/M.Phil/Ph.D. Programmes

(Strike off whichever is not applicable)

(FOR OFFICE USE ONLY)

PHOTO 1 Paste Your Recent Passport size Photograph (3.5 X 4.5 cm) (Do not staple /Pin on photo	1. IN PERSON / BY POST 2. DUE DATE Signature of the Section In-charge	PHOTO 2 Paste Your Recent Passport size Photograph (3.5 X 4.5 cm) (Do not staple /Pin on photo

1	**Name of the Candidate** (In capital strictly as per the SSC records)				
2	**Father's Name** (In capital strictly as per the SSC records)				
3	**Regd. Number(of the applied degree)**				
4	**Name of the Programme**				
	Month & Year of Passing				
	Class/Division obtained				
5	**Medium**		**6**	**Sex**	**Male/Female**
7	**Address to which OD to be posted (In Capital Letters)**		…… …… ……		
8	**Phone No. Res.No. With STD Code**		**Mobile No.**		

9	FEE DETAILS				
	NAME OF THE BANK	Mode of Payment	AMOUNT	DATE	Online Payment Challan No.
		ONLINE	Rs.1500/-		
	NAME OF THE COURSE	BEFORE CONVOCATION	AFTER CONVOCATION	AT THE TIME OF CONVOCATION	
		Rs. _____ /-	Rs. _____ /-	Rs. _____ /-	

Note: Fee shall be paid through online www.krishnauniversity.ac.in → Pay Exam Fees online → Choose Appropriate payment option. (Please take print out of online fee payment receipt)

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ACKNOWLEDGEMENT (to be filled by the candidate)

Received application for Original Degree Certificate from Sri / Ms. _____ H.T No _____ Programme _____along with the required enclosures and the fee receipt for the amount of Rs.1500/- Dt:_____.

In Person / By Post

Signature of the Receiver with Seal and Date

10	Name of the Examination Passed for which now you have applied: (Please enclose attested copies of the Marks memos/Grade Cards/Consolidated Statement of Marks/ Consolidated Statement of Grades & Provisional Certificate)		
NAME OF THE COURSE		**MARKS/GRADE SECURED IN**	
		THEORY	**Month & Year of Passing**
I SEMESTER PAPERS		**MARKS / GRADE**	
1			
2			
3			
4			
5			
6			
7			
8			
9			
10			
II SEMESTER PAPERS			
1			
2			
3			
4			
5			
6			
7			
8			
9			
10			
III SEMESTER PAPERS			
1			
2			
3			
4			
5			
6			
7			
8			
9			
10			
IV SEMESTER PAPERS			
1			
2			
3			
4			

5			
6			
7			
8			
9			
10			
V SEMESTER PAPERS			
1			
2			
3			
4			
5			
6			
7			
8			
9			
10			
VI SEMESTER PAPERS			
1			
2			
3			
4			
5			
6			
7			
8			
9			
10			
VII SEMESTER PAPERS			
1			
2			
3			
4			
5			
6			
7			
8			
9			
10			
VIII SEMESTER PAPERS			
1			
2			
3			
4			
5			

6			
7			
8			
9			
10			
IX SEMESTER PAPERS			
1			
2			
3			
4			
5			
6			
7			
8			
9			
10			
X SEMESTER MODEL PAPERS			
1			
2			
3			
4			
5			
6			
7			
8			
9			
10			
GRAND TOTAL MARKS / CGPA With Total Credits :			

11	Marks obtained in Part-I examination(for MPhil/PhD Original Degree applicants only) (Please enclose attested copies of the Marks memos of Part-I)		
NAME OF THE COURSE			
Department			
Title of the Paper		**Marks Secured**	**Month & Year of Passing**
1			
2			
3			
4			
5			
6			
7			
8			
9			
10			
GRAND TOTAL :			

DECLARATION BY THE CANDIDATE

1. I Solemnly promise and declare that if admitted to the _____ Degree will in my daily life and conversation conduct myself so as to become a member of the University.
2. I sincerely promise and declare that to the best of my ability and opportunity I will use my powers for the furtherance of true learning.
3. I solemnly promise that I will faithfully and diligently fulfill the duties of the profession to which I eventually belong and that will on all occasions maintain its purity and reputation.
4. I request that my _____ Degree Certificate may be issued to me in absentia.

Date:
Station: **Signature of the Candidate**

INSTRUCTIONS

1. Candidate should Affix Two (2) Passport size (3.5 X 4.5 cm) photographs on the application in the place provided for the photographs (Do not staple or pin on the photos, small size photos will be rejected).
2. Students desirous of taking their degree in absentia have to fill in this form submit to the Controller of Examinations, Krishna University duly filled in and accompanied by prescribed fee paid through www.onlinesbi.com → State Bank Collect Tab (or) www.krishnauniversity.ac.in → **pay exam fees online** option.
3. **Payment made in other forms like DD/Cheque will not be accepted.**
4. The candidate is instructed to be very careful about the entries to be made in all the columns. All entries should be made in candidates own handwriting and he/she will be held personally responsible for any incorrect entry that he/ she makes. Signature of the candidate is compulsory on application.
5. Candidates are required to send their Original Degree application along with all the necessary enclosure to the **'Controller of Examinations, Krishna University, Raju Peta, Machilipatnam-521001'.** On the top of the cover, please write "Application for Original Degree".

CHECK LIST

1. Online fee payment receipt
2. Two Passport size Photographs
3. Xerox copy of identity card.
4. Attested copies of SSC certificate, Provisional certificate, Consolidated Statement of Marks/ Consolidated Statement of Grades/Marks memos of all semesters/ Grade cards for which now you have applied for Original Degree Certificate.

NOTE: Your Application will be rejected, If, you do not enclose any one of the above checklist.