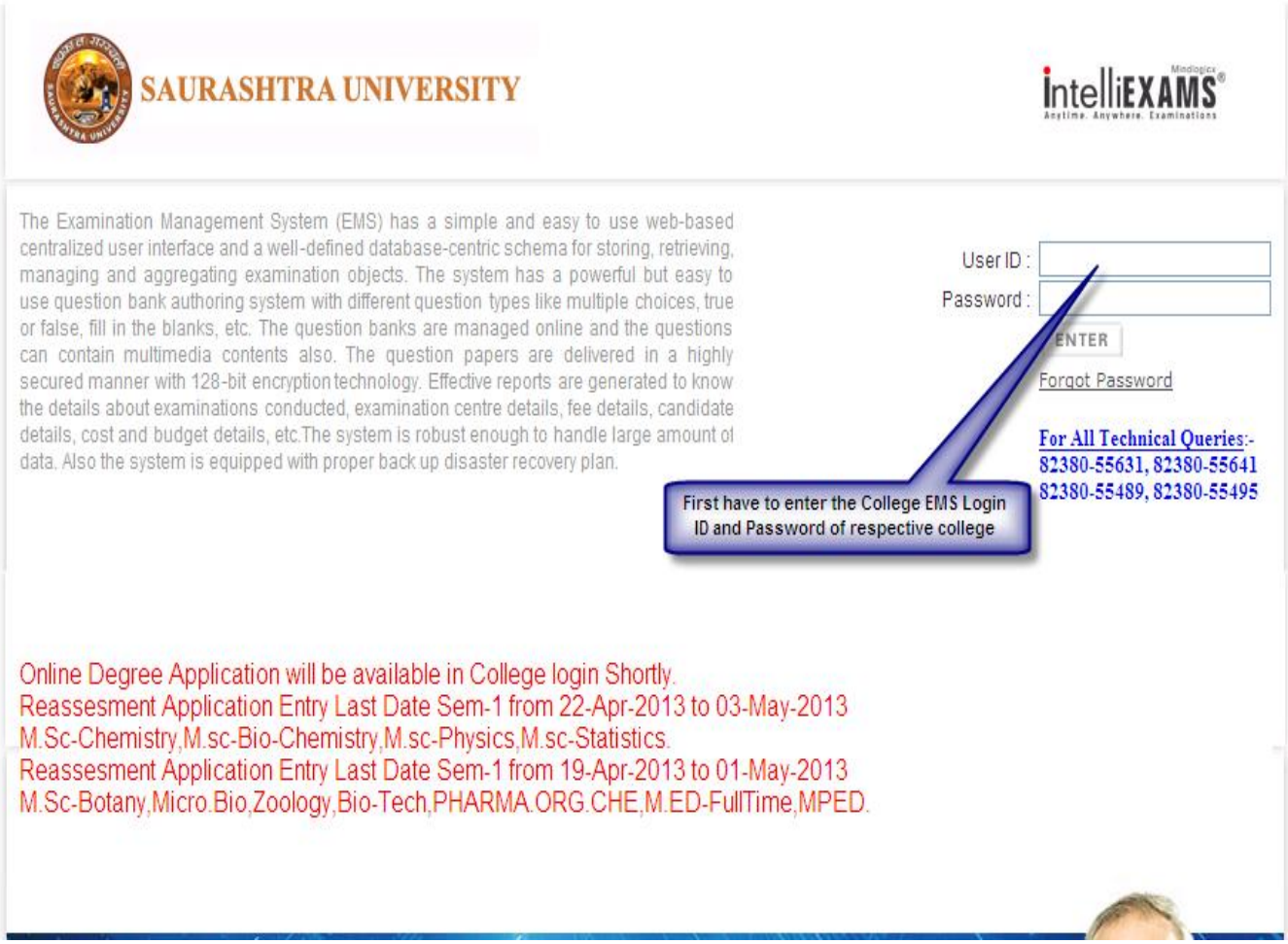
Degree Online Application Form Guidelines:

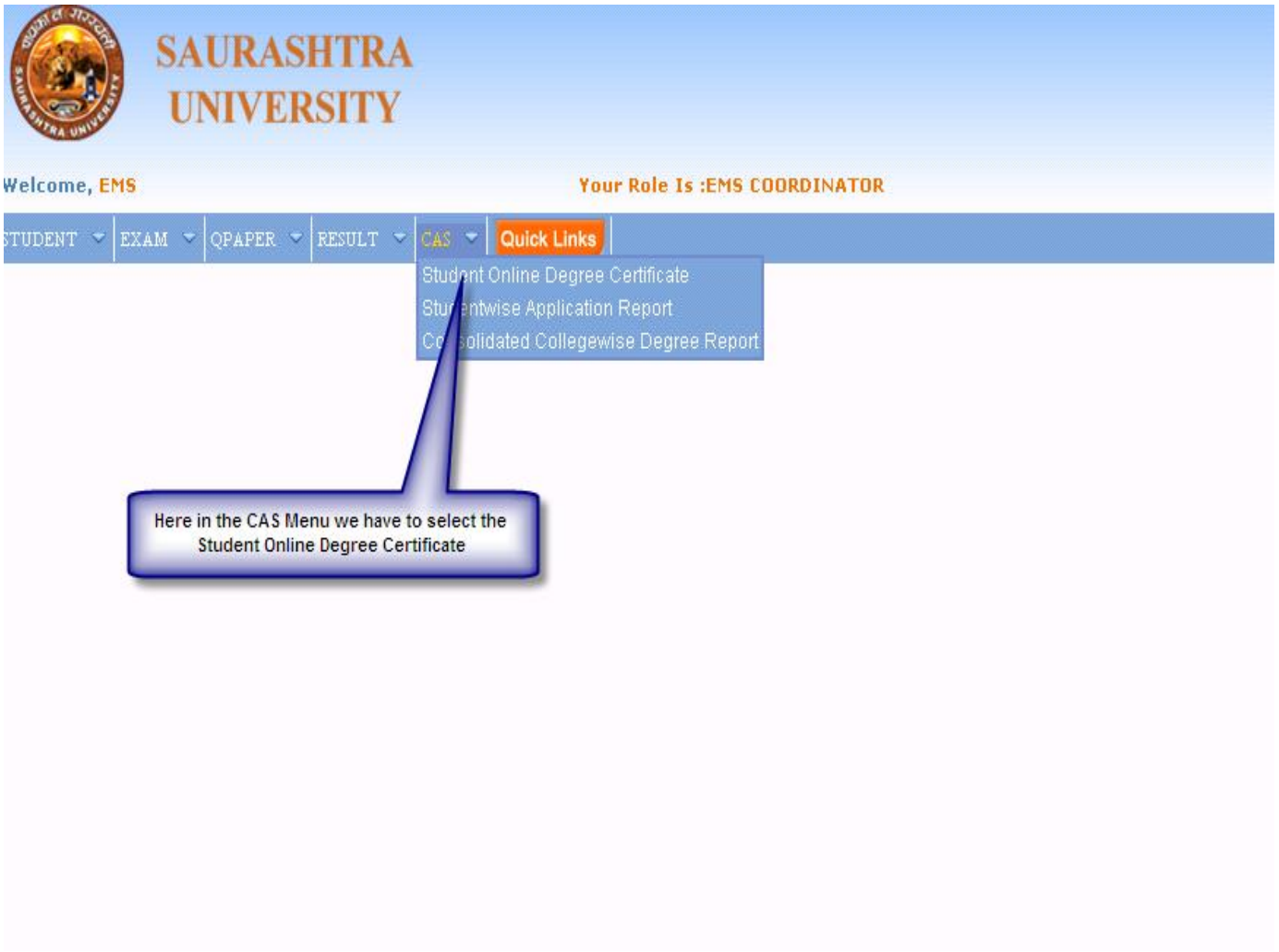
Step 1: First in the main page the college EMS coordinator have to enter respective College Id & Password:

College EMS User Id ---→ College EMS Password ----→ Click Enter



Step 2:

In the menu we have to select the CAS menu
CAS Menu ---→ Student Online Degree Certificate



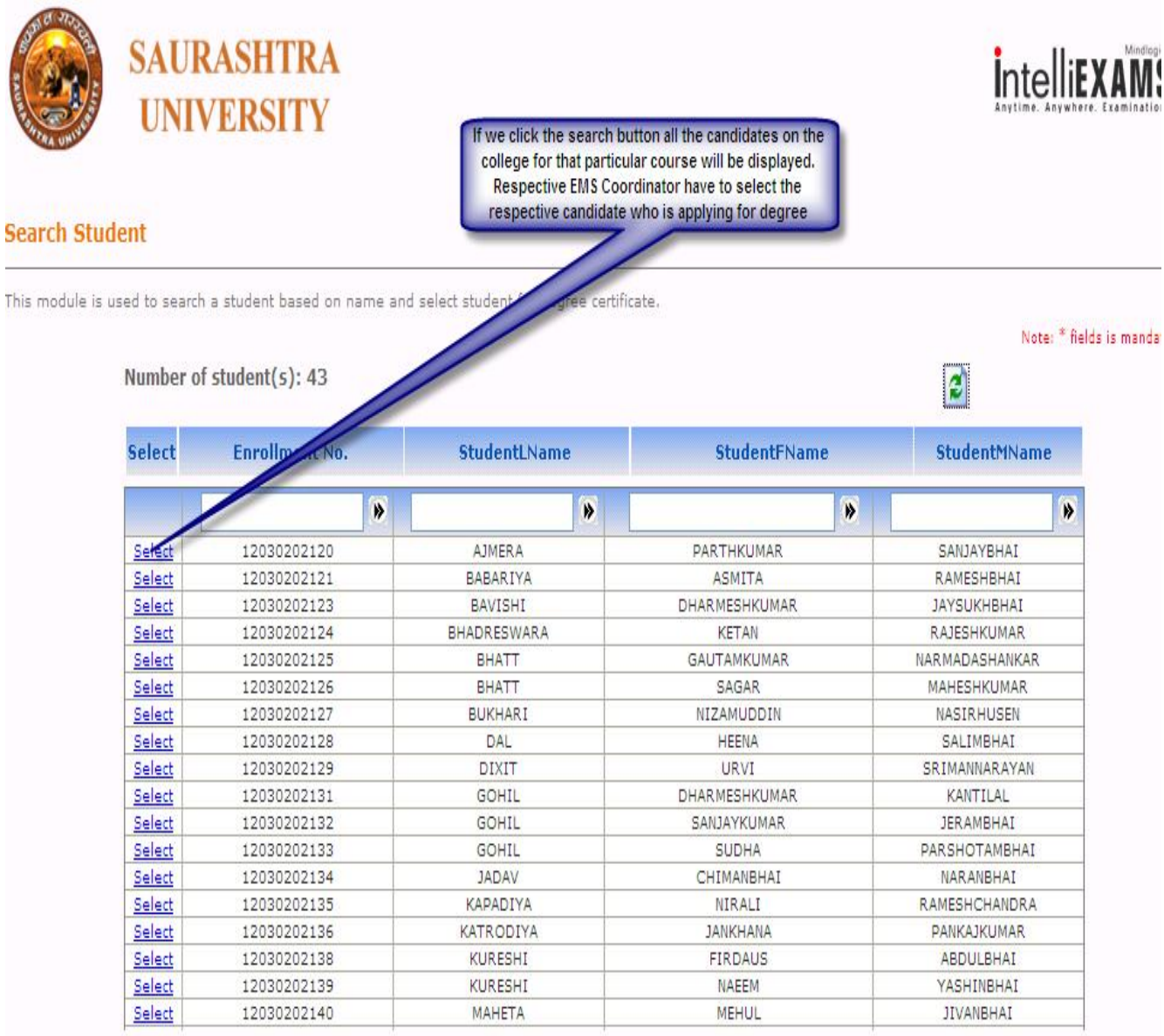
Step 3:

We have to enter the Faculty Name & Programme/Course Name of the respective candidate & Enrollment Number.

Faculty Name ---→ Programme/Course---→ Enrollment No----→View

Step 4:

If we click the search button then all the candidate of the respective Programme/Course of that Particular college will be displayed in screen.



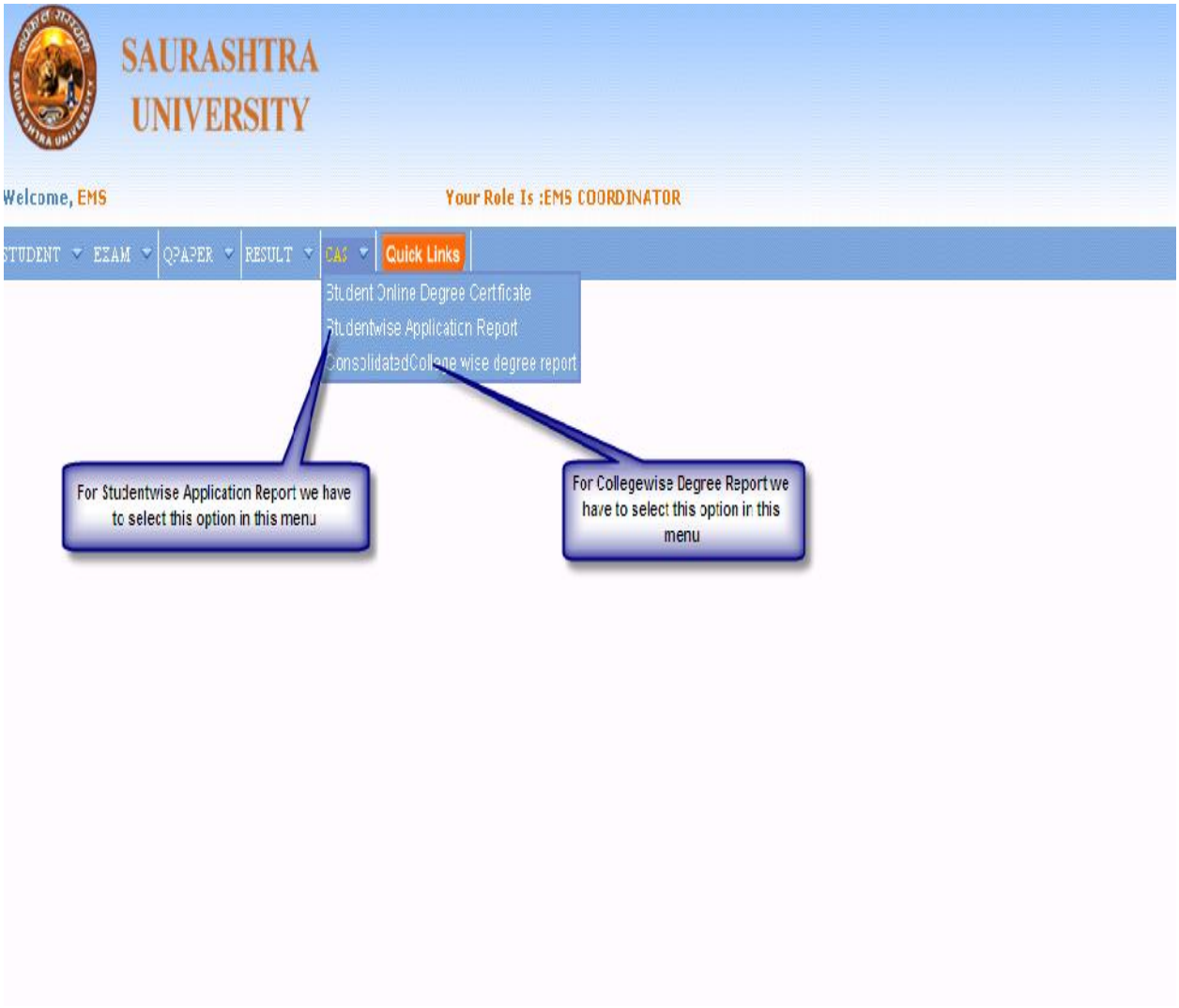
Step 5:

We have to fill the form according to the details of the candidate

After this he have to furnish the details of the candidates according to the requirements

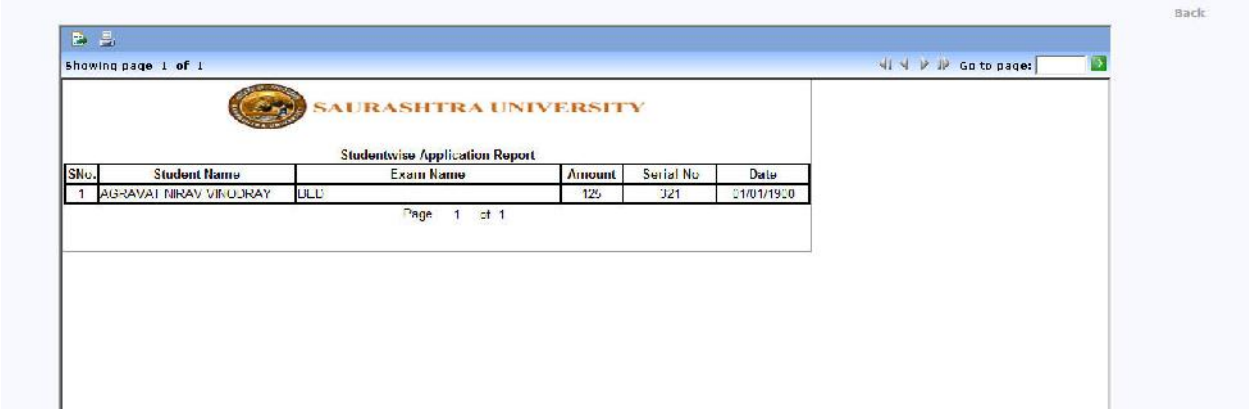
Step 7:

Once the data is submitted the corresponding report will be taken from the menu and submitted for further process



Step 8: According to the requirement the corresponding report can be taken and used for further process

Studentwise Application Report Sample:



Consolidated Collegewise Degree Certificate Report Sample:

Consolidated Report for Degree Certificate Application

Ref. No. Date: 27/04/2013

To,
Controller of Examination,
Saurashtra University,
Rajkot.

Subject: Regarding information furnishment of forthcoming March-April 2013 degree certification's fees and form details.

Sir,

Kindly find the following details as per the above mentioned subject.

Sr.	Name of the Exam	Total No. of Applications	Fees of an application	Total Amount (INR)
1	BED	1	125	125

Enclosures: