



UNIVERSITY OF MADRAS
INSTITUTE OF DISTANCE EDUCATION
University Buildings, Chepauk, Chennai - 600 005.

Enrolment No.	Name :
	Address :
	Contact Phone No. Pin Code :
Register No.	

**DETAILS OF THE DEGREE EXAMINATION FOR WHICH THE CANDIDATE HAS APPLIED FOR
DEGREE CERTIFICATE**

[illegible]

It the Candidate had already been admitted to any Degree of this University at a Convocation either in Person / In-absentia (Regular Strem, Institute of Distance Education) should indicate

Degree	Enrolment Number / Register Number	Year of Passing	Examination Centre

Place :

Date :

Signature of the Candidate

INSTRUCTIONS TO CANDIDATES

PRESCRIBED FEES :

- PREScribed FEES :**
- IDE Candidates should not use the application form for convocation prescribed for the Regular College Candidates.
 - Fee Particulars : Convocation Degree : Rs.175/- (Convocation Fee Rs.150/- + Cost of Application Rs.25/-)
Additional Fee : In the case of candidate who qualified for their Degree earlier to this Convocation i.e. 1 Up to Five Years Rs.500/- 2. More that Five Years : Rs.750/-
 - Candidates for the Post Graduate Convocation Degree (i.e. M.A./M.Sc./M.Com./M.L.I.S./M.Ed./M.C.A./M.B.A./M.Sc.(IT), M.Music and Under Graduate Convocation Degree (i.e. B.Ed./B.L.I.S.) should **enclose the attested photo copies of their Basic Degree** (Viz. B.A./B.Sc./B.Com./B.Lit./B.Ed./B.B.A./B.C.A./B.Music/B.P.A. etc.,) **compulsorily**. Original copy of the Provisional Certificate **OR** any other related documents should not be enclosed on any account.
 - Candidates for the Under Graduate Convocation Degree should enclose the attested photostat copy or Xerox Copies of Mark Statements of passing the Degree. Otherwise the application will be rejected and the fee remitted for the same will not be refunded under any circumstances.
 - Candidates who have obtained **EXEMPTION ORDER** from the Director, IDE from appearing in any subject / subjects must enclose the same with this application together with their **mark statements**.
 - Candidates can apply for both Basic Degree and **Post Graduate** Degree Convocation of this University simultaneously at a Convocation in separate application forms with the **prescribed fee**.
 - The Prescribed fees should be remitted in the form of **SBI/Indian Bank Challan** of any Branch or A/c Payee DD in favour of **"THE DIRECTOR, INSTITUTE OF DISTANCE EDUCATION, UNIVERSITY OF MADRAS, CHENNAI - 600 005** from any Nationalized Bank Payable at **CHENNAI."**