

IN ABSENTIA

# ANNAMALAI UNIVERSITY

## APPLICATION FOR DEGREE CERTIFICATE (For Distance Education Students) (To be filled by the Candidate in CAPITAL LETTERS only)

DEGREE FOR WHICH APPLICATION IS MADE .....

Name of the candidate as enrolled in the University records	In English				
	In Tamil				
Father's Name					
Address to which the Degree / Diploma should be sent					
<table border="1"> <tr> <td>Sex:</td> <td>MALE</td> <td>FEMALE</td> </tr> </table>		Sex:	MALE	FEMALE	
Sex:	MALE	FEMALE			
		PIN CODE:			
		MOBILE NO:			

### Programme Details:

Name of the Programme	Branch with Optional Subjects, if any	Exam. Reg. No. (as in Provisional Certificate)	Class Awarded	Month & Year of Passing																						
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### Online Payment Particulars:

(i) Name of the Bank :	<input type="text"/>	Transaction Ref. No.	<input type="text"/>
Branch Name :	<input type="text"/>	AMOUNT	<input type="text"/>
Date of Payment ::	<input type="text"/>		
(ii) CHALLAN No. (Paid at A.U. Cash Counter):	<input type="text"/>	AMOUNT	<input type="text"/>
Date of Payment :	<input type="text"/>		

Station:

Date:

Signature of the Applicant.

### INSTRUCTIONS TO CANDIDATES

Application for obtaining degree certificate must be sent to **THE CONTROLLER OF EXAMINATIONS, ANNAMALAI UNIVERSITY, ANNAMALAINAGAR - 608 002**, along with copy of the Provisional Certificate and Payment Receipt.

The Fee for getting the Degree / Diploma in absentia is as follows:

1. ALL DEGREE AND DIPLOMA COURSES : **Rs. 1,000/-**

2. ADDITIONAL FEES:

In the case of candidates who have qualified for the Degree/Diploma at the Examinations more than **1 year** but within **4 years** after successful completion of the programme. : **Rs. 250/-**

In the case of Candidates who have qualified for the Degree/Diploma at the Examinations, more than **4 years** after successful completion of the programme. : **Rs. 400/-**

No Application will be accepted unless the prescribed fee has been paid. **The fee once paid will not be refunded under any circumstances** or carried over to a subsequent Convocation.

Students are advised to pay the fee through the following web link only  
<http://coe.annamalaiuniversity.ac.in/bank/convdde.php>

**Attach Xerox copy of the Provisional Certificate.**