

Procedure to obtain the Original Degree Certificate in UG Programmes

A candidate completed the graduation requirements for the award of **B.Sc.(Ag.)/ B.Tech.(Agril. Engg)/ B.Tech. (Food Sci. or Food Tech.)/ B.Sc.(Hons) H.Sc. Degree** in the Faculty of Agriculture/ Agricultural Engineering & Technology/ Home Science, intend to obtain the degree certificate is required to **submit a request letter in person to “The Registrar, ANGRAU, Guntur” mentioning the month/year of passing** for issue of his/her Degree Certificate **“*In-Absentia*”**.

Following certificates should be enclosed with the request letter:

- a) Photo Identity proof (**Aadhar card / PAN card/ Driving license/ Voter I.D.**)
- b) Attested xerox copy of Provisional Degree Certificate
- c) Latest Pass port size photos (2 Nos.) duly indicating their name and student I.D.No. on the reverse (*for affixing them on their degree certificate*)

After verification, in the presence of the candidate, he/she will be indicated the Annual Convocation in which his/her degree had been admitted and the amount payable (with fine) for the application ***In-Absentia***, for obtaining the degree certificate.

The student need to make payment immediately in the Cash Section, Admn. Camp Office, ANGRAU, Guntur and submit the filled in ***In-Absentia*** Application form duly mentioning the postal address.

After obtaining the signatures of the Dean, Registrar & Hon'ble Vice-Chancellor, on the degree certificate, it will be sent by Regd. Post only, to the address mentioned by the candidate in the ***In-Absentia*** application. It will not be given by hand, since a degree certificate will be given in person, only in the Annual Convocation.

T.V.SATYANARAYANA
REGISTRAR