

ACHARYA N.G. RANGA AGRICULTURAL UNIVERSITY
Administrative Office : Lam: Guntur 532 034 Andhra Pradesh

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 documents/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 the name and student I.D.No. on the reverse
(for affixing them on the degree certificate)

After verification, in the presence of the candidate, he/she will be informed 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, Administrative 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.

The above procedure is applicable for graduates in Veterinary faculty till the bifurcation and formation of Sri Venkateswara Veterinary University, Tirupati (2005) to be followed by the candidates who require the original degree certificates in B.V.Sc. & AH, Dairy Science and B.F.Sc.

D. BHASKAR RAO
Registrar