



**PROFESSOR JAYASHANKAR TELANGANA STATE AGRICULTURAL UNIVERSITY
ADMINISTRATIVE OFFICE, RAJENDRANAGAR, HYDERABAD 500 030.**

CONVOCATION APPLICATION FOR RECEIVING DEGREE CERTIFICATE

IN-ABSENTIA

Application duly filled in should reach
The Registrar
Administrative Office
Professor Jayashankar Telangana State Agricultural University
Rajendranagar, Hyderabad 500 030

Affix passport
size Photo here

(Attested by the
Associate Dean
of the College /
Gazetted Officer)

1. Name of the Candidate with Surname :
(in block letters)
2. a) Father's Name :
b) Mother's Name :
c) Mobile No. & Email address :
3. Mention the
 - a) I.D. No. :
 - b) Degree Completed :
 - c) Major Field :
(for PG/Ph.D. students only)
 - d) Month & Year of Completion :
 - e) Name of the College :
4. D.D.No., Date & Name of the Bank :
5. Postal Address to which he / her
Degree Certificate to be sent by post -----

Signature of the Candidate

- Encls:**
- a) The candidates who have qualified / passed-out during the period from 01.08.2016 to 31.07.2017 are eligible for the award of degree in the second convocation.
 - b) A Demand Draft (Original) for Rs.2200/- towards Convocation fee drawn on any nationalized bank in favour of "THE COMPTROLLER, PJTSAU" payable at Hyderabad should be enclosed.
 - c) Xerox copy of Provisional Degree Certificate should be enclosed
 - d) Latest pass port size photos with white back ground (2 Nos.) duly indicating their name, I.D. No., course and major field (for PG/Ph.D. students only) on the reverse, for affixing them on their Degree Certificate.
 - e) The list of PG /Ph.D. students eligible for second convocation and details of the convocation fee already paid / to be paid is displayed in the website.

(FOR USE IN THE ADMINISTRATIVE OFFICE OF THE PJTSAU)

The candidate has completed the graduation requirements for the award of _____
Degree in _____ and he / she has been admitted to the
Second convocation to be held on _____ and he / she is eligible to receive his /
her Degree Certificate "IN-ABSENTIA" at the aforesaid Convocation.

SENIOR ASSISTANT

SUPERINTENDENT

A.C.O.E. / PROF.(Edn.)