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ANNAMALAI UNIVERSITY
APPLICATION FORM FOR DEGREE
(ON CAMPUS PROGRAMME ONLY)

(All columns should be filled without omission)

Affix Stamp
Size Colour
Photo

(✓ Tick the relevant Box)		IN PERSON		IN ABSENTIA (BY POST)				
1. Name of the Candidate (IN BLOCK LETTERS) (To be written in own handwriting)	In English							
	In Tamil (For Tamilnadu/ Puducherry Students only)							
2. Expansion of Initial (Father's Name)	In English							
	In Tamil (For Tamilnadu/ Puducherry Students only)							
3. Sex (✓ Tick the relevant box)		Male		Female				
4. Roll No.								
5. Register No.								
6. Name of the Programme Studied						Branch		
Class / OGPA Secured								
Month & Year of Passing		Month				Year		
7. CRR I Completion Date (for Faculties of Medicine & Dentistry)		Date	Month		Year			
8. For Ph.D. candidates only		Syndicate Resolution No.			Degree Awarded			
		No.				Date	Month	Year
		Date						
9. Period of Study of the Programme		From				To		
10. Address to which communication should be sent								
Mobile No. (OR) Phone No. with STD code								
11. Payment of fee with particulars		Name of the Bank						
		Chalan No. / DD No.						
		Amount Rs.						
		Date of Payment						
12. Station								
13. Date								
14. Signature of the Applicant								

Note: The following must be enclosed with this form:

1. Copy of Provisional Certificate
2. Copy of Certificate - CRR I completion (for Faculties of Medicine & Dentistry).
3. Original Chalan / D.D.
4. Acknowledgement Card.
5. Address slip duly filled up by the applicant.

Instructions to Candidate refer Overleaf
INCOMPLETE APPLICATION WILL BE REJECTED

INSTRUCTIONS TO CANDIDATES

1. Applications complete in all respects along with the required fee, should be submitted on or before the date prescribed hereunder the box.
2. Candidates who remit the fee in the ICICI Bank / University Cash counter are advised to enclose the Chalan / Demand Draft with the application form without fail.
3. Affix Stamp size colour photo on the space provided in the right hand top corner.
4. Those who have qualified on or after 09.11.2011 for Research degrees including M.Phil., B.E., B.Sc. (Agri.), B.Sc. (Horti.), M.D. / M.S., PG Diploma in Medicine, M.B.B.S., M.P.T., B.P.T., M.Sc. (Nursing), B.Sc. (Nursing), M.D.S., B.D.S., B.Pharm., and all P.G. Programmes (including Integrated), etc., in **First Class with Distinction** may only apply **IN PERSON**. All other candidates should take their degrees **IN ABSENTIA** only.
5. The Convocation will be held on **04.10.2012**.
6. Candidates should enclose a Photocopy of PROVISIONAL CERTIFICATE along with the application.
7. Enquiries from candidates as to receipt of their application by the Registrar will not be entertained.
8. Degrees / Diplomas will be despatched to the **IN ABSENTIA** candidates from this Office.
9. Instructions to candidates will be sent one week before the Convocation to the candidates, who have applied for getting the degree **IN PERSON**.
10. Applications not received within the due date or defective in details will not be entertained.
11. The acknowledgement card, duly filled in and affixed with postage stamps to the value of Rs. 6/- should be enclosed with the application form.
12. The following is the fee to be remitted for taking various degrees.

IN PERSON / IN ABSENTIA

Research / All Post Graduates / Graduates / Diploma Candidates	Rs. 750/-
ADDITIONAL FEES:	
a. In the case of candidates who have qualified for the degree in the examination more than one year, but within four years, at the time of Convocation	Rs. 100/-
b. In the case of candidates who have qualified for the degree in the examination more than four years at the time of Convocation	Rs. 175/-

The fee, may be paid in the ICICI Bank, Annamalainagar / University Cash Counter at Annamalainagar or the amount may be sent by way of Demand Draft drawn in favour of the REGISTRAR, ANNAMALAI UNIVERSITY payable at Chennai. No application will be registered unless the prescribed fee has been paid. The fee once paid will in no circumstances be returned or held over for a subsequent Convocation.

The filled in application form together with the required documents should be sent to **the Registrar, Annamalai University, Annamalainagar - 608 002, Tamil Nadu on or before**

In person : 27.08.2012
In absentia : 10.09.2012

IMPORTANT NOTE

1. Filled-in Convocation Application form received after the due date will be treated only as 'IN ABSENTIA' though the candidate may have marked it as 'IN PERSON'.
2. Application forms received without fees will not be considered for admission to the Convocation.

The University has full rights for the accommodation of graduates in the Convocation Hall.