**PUNJAB AGRICULTURAL UNIVERSITY**

**LUDHIANA**

**APPLICATION FORM FOR OBTAINING DEGREE IN ABSENTIA**

1 Name of the degree certificate \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

2 Session (Here also state the date of the \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Annual Convocation at which you were

Invited to receive the degree

3 Admission Number \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

4 Name (In block Letters) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

5 Father's Name \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

6 Complete postal address at which \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

degree is required to be sent

7 Particulars of the amount remitted D.D. No\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

account of the, prescribed fee (Rs.\_\_\_\_\_for Dated\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

degree in absentia in cash. If the folder Cash Receipt No.\_\_\_\_\_\_\_\_\_\_\_\_

Is required, an additional amount of Rs.\_\_\_\_\_ Date\_\_\_\_\_\_\_\_\_\_\_Amount\_\_\_\_\_

is charged. (postal charges will be extra)

8 Provisional degree certificate No. and \_\_\_\_\_\_\_\_\_\_Dt\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

date already received (to be produced at

the time of taking original degree or

produce No Due Certificate from the

concerned Dean)

Dated \_\_\_\_\_\_\_\_\_\_\_

Signature of applicant

IDENTIFICATION

I, know Mr./Ms. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Address \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_s/d of Sh.\_\_\_\_\_\_\_\_\_\_\_\_\_and he/she signed in my presence.

Sign. & stamp of Attesting Officer

FOR OFFICE USE ONLY

Degree entered at Sr. No.\_\_\_page No.\_\_\_\_ of the degree register. Forwarding letter under

Intimation to Comptroller, PAU alongwith D.D. placed below may issue/may issue degree in person.

Sign. of Clerk/Jr. Asstt. Sign. of Sr. Asstt. Sign of Supdt./Asstt. Registrar

ACKNOWLEDGEMENT

Received degree of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_with folder/without folder

Signature\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_dated\_\_\_\_\_\_\_\_\_

Note:- 1) Copy of PDC is required in case of UG students.

2) Fee for degree in absentia, see PAU prospectus available on PAU website www.pau.edu

**Self Declaration to be submitted for the issue of Duplicate Degree/Transcript**

**UNDERTAKING**

I, \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_son/daughter of Sh. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_resident of

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_do hereby

solemnly affirm and declare as under:

1. That I am a resident of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

1. That I have passed the degree of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_in the year \_\_\_\_\_\_\_\_under admission no. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_from the Punjab Agricultural University, Ludhiana
2. . That the original/1st duplicate/2nd Duplicate (Strike out whichever is not applicable) Degree/transcript of Academic record of the programme\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_issued to me has been/have been lost/destroyed and is/are not traceable in spite of my best efforts.
3. That I may be issued dupplicate degree/transcript (Strike out whichever is not

applicable) of\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

1. That if the lost degree(s)/transcript (s) is/are traced out subsequently this/these will not be misused and will be deposited with the University.
2. That I will abide by all the rules and regulations laid down for the issue of duplicate degree/transcript by the Punjab Agricultural University.

Deponent

I further declare and affirm that the above contents of the declaration are true to the best of my knowledge and belief and nothing has been concealed therein.

Place:

Dated: Deponent