

Dr.B.R.AMBEDKAR OPEN UNIVERSITY

OFFICE OF THE CONTROLLER OF EXAMINATIONS

PROF.G.RAM REDDY MARG, ROAD NO.46, JUBILEE HILLS, HYDERABAD – 500 033

APPLICATION FORM FOR OBTAINING THE PROVISIONAL CERTIFICATE CUM CONSOLIDATED MARKS MEMORANDUM and MIGRATION FOR B.A./ B.Com./ B.Sc./ P.G./ M.B.A./ M.Phil./ Ph.D./ M.L.I.Sc./ B.L.I.Sc./ B.P.R./ALL OTHER PROGRAMMES

U.G.		P.G.		OTHERS	
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(FOR OFFICE USE ONLY)

<p style="text-align: center;">PHOTO 1</p> <p>Paste Your Recent Passport Size Photograph (3.5 x 4.5 cm) (Do not staple / Pin on Photo)</p>	<p>1. IN PERSON / BY POST</p> <p>2. DUE DATE</p> <p>Signature of the Section In-charge</p>	<p style="text-align: center;">PHOTO 2</p> <p>Paste Your Recent Passport Size Photograph (3.5 x 4.5 cm) (Do not staple / Pin on Photo)</p>
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1	Name of the Candidate (In capital strictly as per the SSC records)	
2	Father's Name (In capital strictly as per the SSC records)	
3	Modern Indian Language (B.A./B.Com./B.Sc.,)	
4	Full Admission Number	
5	Name of the Programme	
	Month & Year of passing	
6	Medium	7 Sex Male / Female
8	Full Address (In Capital Letters)
9	Phone No. Res.No. with STD Code	Cell No.

FEE DETAILS

	NAME OF THE BANK	D.D. / CHALLAN NO.	AMOUNT	DATE
	NAME OF THE COURSE	PASSED WITH IN 3 ACADEMIC YEARS	PASSED WITH IN 6 ACADEMIC YEARS	PASSED WITH IN 9 YEARS PASSED AFTER 9 YEARS
	U.G.PROGRAMMES B.A.,B.Com., & B.Sc.,	PC-CUM-CMM Rs.200/-	PC-CUM-CMM Rs.300/-	PC-CUM-CMM Rs.400/- PC-CUM-CMM Rs.600/-
		M.C. Rs.100/-	M.C. Rs.100/-	M.C. Rs.100/- M.C. Rs.100/-
10	P.G.PROGRAMMES	WITH IN THE PRESCRIBED PERIOD	COURSE COMPLETED AFTER 2 to 4 YEARS	COURSE COMPLETED AFTER 4 to 6 YEARS & RE-ADMISSION
a	PC – CUM – CMM for PG (2 YEARS COURSES)	PC-CUM-CMM Rs.300/- M.C. Rs.100/-	PC-CUM-CMM Rs.500/- M.C. Rs.100/-	PC-CUM-CMM Rs.700/- M.C. Rs.100/-
b	PC–CUM–CMM for PG DIP. (1 YEARS COURSES)	PC-CUM-CMM Rs.300/- M.C. Rs.100/-	PC-CUM-CMM Rs.500/- M.C. Rs.100/-	---- ----
c	PC–CUM–CMM for B.Ed. & M.Ed. (2 YR. COURSES)	PC-CUM-CMM Rs.400/- M.C. Rs.100/-	PC-CUM-CMM Rs.600/- M.C. Rs.100/-	PC-CUM-CMM Rs.800/- M.C. Rs.100/-
d	PC–CUM–CMM for MBA (3 YEARS COURSES)	PC-CUM-CMM Rs.400/- M.C. Rs.100/-	PC-CUM-CMM Rs.600/- M.C. Rs.100/-	PC-CUM-CMM Rs.800/- M.C. Rs.100/-

11	Name of the Examination Passed for which now you have applied B.A., / B.Com., / B.Sc., / P.G., / M.B.A., (Please enclosed Xerox Copy of Marks memos)					
NAME OF THE COURSE		MARKS SECURED IN				
		Theory Marks	Month & Year of Passing	Practical Marks	Assignment Marks	Month & Year of Passing
I YEAR PAPERS						
1						
2						
3						
4						
5						
6						
II YEAR PAPERS						
1						
2						
3						
4						
5						
6						
III YEAR PAPERS						
1						
2						
3						
4						
5						
6						
TOTAL →						
GRAND TOTAL (Theory + Practicals / Assignments) →						

12	Name of the Examination Passed for which now you have applied M.Phil./ Ph.D./ M.L.I.Sc./ B.L.I.Sc./ B.P.R./ All other P.G. Diplomas (Please enclosed Xerox Copy of Marks memos)					
NAME OF THE COURSE		MARKS SECURED IN				
		Theory Marks	Month & Year of Passing	Practical Marks	Assignment Marks	Month & Year of Passing
PAPERS						
1						
2						
3						
4						
5						
6						
7						
8						
9						
10						
GRAND TOTAL (Theory + Practicals / Assignments) →						

DECLARATION OF THE CANDIDATE

1. I solemnly promise and declare that if admitted to the _____ Degree will in my daily life and conversation conduct myself so as to become a member of the University.
2. I sincerely promise and declare that to the best of my ability and opportunity I will use my powers for the furtherance of true learning.
3. I solemnly promise that I will faithfully and diligently fulfill the duties of the profession to which I eventually belong and that will on all occasions maintain its purity and reputation.
4. I request that my _____ Degree Certificate may be issued to me in absentia.

Date:

Station:

Signature of the Candidate

----- cut here -----

Address for Communication (In Capital letters)	Address for Communication (In Capital letters)
NAME:	NAME:
FATHER'S NAME:	FATHER'S NAME:
H.NO.:	H.NO.:
STREET / COLONY:	STREET / COLONY:
POST /VILLAGE:	POST /VILLAGE:
MANDAL / TOWN:	MANDAL / TOWN:
DIST. / STATE:	DIST. / STATE:
PIN CODE	PIN CODE
PHONE No.	PHONE No.

NO DUES CERTIFICATE

(Certificate to be issued by the Director, Student Services – Room No.114)

This is to Certify that Mr. / Ms.
Son / Daughter of Sri was a student of this University
admitted in course with admission no..... He / She has paid
the tuition fee for the above course and there is "NO OBJECTION" to his / her being issued the
Provisional Certificate.

DATE:

OFFICE SEAL

SIGNATURE

INSTRUCTIONS

1. As the Original Degree Certificate is not issued till the convocation is held, when the Degree is conferred. The provisional Certificate-cum-Consolidated Marks Memorandum and Migration Certificate for further studies will be issued to the candidates when this Form is submitted to the Controller of Examinations, Dr. B. R. Ambedkar Open University duly filled-in accompanied by prescribed fee through a challan paid in any one of the SBH Branches or Demand Draft from any Nationalized Bank drawn in favour of **the Registrar, Dr. B. R. Ambedkar Open University, Hyderabad.**
2. Attested copies of all the passed Marks memos should be enclosed to this Form.
3. The candidate is instructed to be very careful about the entries to be made in all the columns. All entries should be made in **candidates own handwriting** and he / she will be held personally responsible for any incorrect entry that he / she makes. **Signature of the candidate is compulsory on application.**
4. The name of the candidate with name of the Father given hereunder should correspond to those mentioned in the qualifying Examination Certificate (S.S.C. / Eligibility Test / Intermediate or its equivalent Examination).

CHECK LIST

1. Challan / Crossed Demand Draft towards the prescribed Fee for the Certificate of the Programme.
2. "NO DUE CERTIFICATE" issued by the Director (Student Services) and also Xerox copy of the I, II & III Year tuition Fee payment Receipts should be enclosed.
3. Attested Copy of Identity Card
4. Attested Copy of Qualifying exam i.e., E.T. or Intermediate or its equivalent exam.
5. Xerox Copy of Provisional & I, II, III Year Marks Memos for which now you have applied for Degree Certificate.

NOTE: Application Form will be rejected, if, the student does not enclose any one of the above mentioned in the checklist.