

Last date for receipt of filled in applications is :
Admissions Applications For Diploma / P.G. Diploma Courses



Code No.

Sl.No.

(For Office Use only)

SCHOOL OF DISTANCE EDUCATION

Andhra University, Visakhapatnam - 530 003

APPLICATION FOR ADMISSION INTO DIPLOMA/P.G. DIPLOMA COURSE IN

(Please specify the Course)

N.B. 1. To be filled in by the Candidate

2. Tick (✓) in relevant box () where necessary

1. Name of the Candidate (in Block Letters, as per SSC / Lower Degree)

Name		Surname			Affix Recent Passport size Photograph Here
		Date	Month	Year	
2. Date of Birth	In figures :				
	In words :				
3. Place of Birth	State		District		

4. Name of the Father/Guardian :

5. Permanent Address

Postal Address

..... Aadhar No.: email : Cell No. :
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6. Particulars of the fee paid :

D.D.No.: Date :

Amount in Rs. : Rupees :

7. Personal Particulars : Male Female Married Unmarried

8. Nationality : Religion :

9. Caste, Specify if : SC ST BC-A BC-B BC-C BC-D

10. Name, Occupation, Address and Income of Parent/Guardian, State relationship.

11. If Candidate is employed :

- i) Designation :
- ii) Total Salary :
- iii) Total Service to date :
- iv) Name and Address of the employer.:

12. Particulars of qualifying examination:

A. Details of qualifying examination passed	Name of the Examination	Year and Month of passing	Name of the University	Regular/ Private	Reg. No
	II Language	Group Subjects	Class obtained	% of marks	
B. Details of any other examination(s) passed	Name of the Examination(s)	Year(s) of Passing	Reg. No.(s)	Optionals/ Subjects	

C. Name and Address of the Institution last studied Date of Admission :
 Date of Leaving :

13. P.G. Diploma in Translation Optional paper which you propose to take :

- 1) Translation of Official Correspondence (From Hindi to Telugu and Telugu to Hindi)
- 2) Translation of Official Reports (From English to Telugu)
- 3) Translation of Codes (From English to Telugu)

14. P.G. Diploma in Functional English Optional Paper which you propose to take :

- 1) Business English : (or) 2) Academic English :

* Only those who passed Hindi and Telugu at Degree level are eligible to choose Optional Paper - 1.

I hereby declare that all the information given above is true and I fully understand that my admission stands cancelled at any stage if it is discovered that I do not have the minimum prescribed qualification and / or any information supplied by me is found to be false and inadequate. Further, I undertake to be a disciplined student and abide by the orders issued from time to time by the authorities of the school and the University.

Place:

Date :

Signature of the Applicant

Enclose the following with this Application in Original :

- Degree/Provisional Certificate of the qualifying examination passed : (One attested copy also be enclosed along with original certificate)
- Two copies of recent photographs (Passport Size of the Candidate duly attested by a gazetted Officer at the lower portion of each photo. One to be affixed to the applications and the other to be enclosed).
- Receipt of Payment of fee (crossed Demand draft only).
- Date of Birth Extract. (SSC Certificate original & Xerox Copy)
- Identity card duly signed and photo affixed.
- Three address slips duly filled in

Note : Candidates seeking admission into various courses who have passed the qualifying examinations of other Universities are required to pay the following amounts in addition to the Admission fee.

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|-----------------------|-----|---------|
| i. Recognition fee | ... | ₹ 300/- |
| ii. Matriculation fee | ... | ₹ 100/- |

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Verified by

Date of Admission

DIRECTOR