

Last date for receipt of filled in application is \_\_\_\_\_

Downloaded application should be sent along with a DD for ₹ 40/- together with admission fee.



**SCHOOL OF DISTANCE EDUCATION**  
(Recognised by Distance Education Bureau - UGC, New Delhi)  
**ANDHRA UNIVERSITY, VISAKHAPATNAM**  
(FORM OF ADMISSION APPLICATION FOR REGISTRATION)

Latest pass port  
size(Bust)  
Photo of the  
candidate should  
be affixed here

NAME OF THE COURSE :  PGDCPA  CERTIFICATE COURSE

PGDCPA	COA -A	COA-MT	COA-IT
--------	--------	--------	--------

S.D.E. Code No. Of the Candidate

( Identity card Code No. )

1. Full Name in English (including Surname):  
in Mother tongue :

2. Age & Date of Birth in Christian Era :

3. Present Adress :

E-mail

Phone / Mobile :

4. Permanent Adress:

5. Identification Marks: 1.

2.

6. Particulars of Qualifying Degree Examination already passed :  
i.e Intermediate / B.A, B.Com, B.Sc/ or Pass particulars of  
B.A /B.Com eligibility test for admission into Degree Courses  
conducted by School of Distance Education or any Universi-  
ties under Open System etc., (enclose one set of Xerox copies  
duly signed by the Gazetted Officer )

7. Reservation (Caste-Specify) : SC /ST / BC-A/BC-B/ BC-C/BC-D/PHC/ Others

8. Fee Particulars Amount ` : Demand Draft No : Date:

in words :

Station:

Signature of the Candidate

Date:

Director  
School of Distance Education

Enclose the following with this Application in original and also one set of Xerox Copies duly attested by Gazetted Officer not below the Rank of Thasildar/MRO.

1. Original certificate of the Qualifying examination passed
2. Two copies of recent photographs (passport size of the candidate duly attested by Gazetted Officer at the lower portion of each photo. One to be affixed to the Application and the other to be enclosed)
3. Receipt of payment of fee (Crossed Demand Draft)
4. Date of Birth Extract (S.S.C. Certificate Original and Xerox copy)
5. University employees / retired employees of the University have to enclose Service Certificate from the Registrar, Andhra University, Visakhapatnam, if seeking fee concession.
6. Identity card duly signed and photo affixed.
7. Three address slips duly filled-in.

---

**Declaration**

I herewith declare that I will abide to all the rules and regulations of the School of Distance Education, Andhra University, Visakhapatnam which will be enforced from time to time.

Signature of the Candidate

---

**For Office Use only**

Verified by

Clerk	Supdt	Course co-ordinator	Director