



Koneru Lakshmaiah Education Foundation

(Category -1, Deemed to be University estd. u/s. 3 of the UGC Act, 1956)

Accredited by NAAC as 'A++' ♦ Approved by AICTE ♦ ISO 9001-2015 Certified

Campus: Green Fields, Vaddeswaram - 522 502, Guntur District, Andhra Pradesh, INDIA.

Phone No. 0863 - 2399999; www.klef.ac.in; www.klef.edu.in; www.kluniversity.in

Admin Off: 29-36-38, Museum Road, Governorpet, Vijayawada - 520 002. Ph: +91 - 866 -2577715, Fax: +91-866-2577717.

Passport Size
Photo

Application for Award of Original Degree

1. Name of the
Candidate (In capital
letters as per
Provisional
Certificate)

2. Name of the Parent

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3. Date of Birth/Gender

DD	MM	YYYY

GENDER	
Male	Female

4. Registered No.

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5. Programme
(Please **TICK**
the Appropriate
box)

UG	B.Tech	BBA	B.Sc. (HM)	B.Com (H)	B.Pharm	BBA-MBA
	B.Sc (VC)	BCA	BA	BFA	L.L.B	BBA-LL.B
PG	M.Tech.	MBA	M.Sc	M.A.	M.Pharm	
RESEARCH	Ph.D.					

6. Month & Year of
Passing with Branch

Month	Year

BRANCH

7. Address for Correspondence:

Door No.		Street	
Area		City/Town/Village	
District		State	
PIN Code		Phone (LL)	
Mobile No.		E-mail	

8. Candidate's preference for obtaining the Original Degree (Please **TICK** the appropriate box)

1	2	3
(At Convocation)	Convocation In Advance	After Convocation (In Absentia)
In Person	In Person	In Person

9. Details of **FEE** paid:

Reference No.		Date		Amount	
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(P.T.O)

INSTRUCTIONS TO CANDIDATES

1. FEE FOR ORIGINAL DEGREE:

In Person	In Advance	After Convocation In Absentia
Rs.1000/-	Rs.2000/-	Rs.1500/- + yearly late fee of Rs.500/-

2. MODE OF PAYMENT (Online only) :

Through Online Payment link <https://newerp.kluniversity.in/> , Debit Card /Credit Card / Net Banking.

Procedure for the payment of CONVOCATION FEE is available at the following link

<https://www.kluniversity.in/es/uploads/23023.pdf>

ENCLOSURES WITH ATTESTED COPIES:

1. Photocopy of Printed Application form.
2. Photocopy of Provisional Certificate for which the degree is sought. (UG, PG, Ph.D.)
3. Photocopy of Consolidated Grade Sheet for which the degree is sought. (UG & PG)
4. Photocopy of Original Degree of the previous degree (for PG& Ph.D.).
5. Two color passport size photos (recent).
6. XCopy of Fee Receipt.

Signature of the Applicant

Please Note: Original / Photocopy (attested by Gazetted officer (Government Officials) along with date and seal) of the Intermediate certificate for U.G Students and the Original / Photocopy of the U.G Degree for P.G students and the Original / Photocopy of the P.G Degree for Ph.D. students should be produced for verification and the same will be returned immediately after verification.

The filled in application form with the above documents is to be submitted to “The Controller of Examinations, K L University, Green Fields, Vaddeswaram – 522 502, Guntur District, Andhra Pradesh” either in Person or by Registered Post or by Speed Post.

(FOR OFFICE USE ONLY)

The candidate has fulfilled all the academic requirements for the award of Degree of _____.

The candidate has secured _____ Class with CGPA _____

The Degree Certificate bearing No. _____
is issued.

Application Processed By: _____

Application Checked By: _____

Date:

Controller of Examinations