



**Sam Higginbottom Institute of Agriculture, Technology and Sciences**  
**(Formerly Allahabad Agricultural Institute)**  
**Deemed-to-be-University**  
**Directorate of Distance Education**

**SHIATS**  
A University  
With GLOBAL REACH

**APPLICATION FORM FOR THE ISSUE OF DEGREE/DIPLOMA + PROVISIONAL CERTIFICATE**

Read the Instructions carefully before filling the Form. Incomplete form will be rejected without any notice.

Revised on 13 Feb 2015

<b>1. Enrollment Number</b> (As in the ID card) <input style="width:100%;" type="text"/>	<b>2. DESC Code</b> <input style="width:100%;" type="text"/>	<b>3. Programme</b> <input style="width:100%;" type="text"/>
<b>4. Name of the Student</b> as registered with the University at the time of admission (BLOCK LETTERS ONLY) <input style="width:100%;" type="text"/>		
<b>5. Father's Name</b> of the Student as registered with the University at the time of admission (BLOCK LETTERS ONLY) <input style="width:100%;" type="text"/>		
<b>6. Demand Draft No.</b> <input style="width:100%;" type="text"/>	<b>7. Date</b> <input style="width:100%;" type="text"/>	<b>8. Amount</b> Rs. <input style="width:100%;" type="text"/>
<b>9. Name of the Bank</b> <input style="width:100%;" type="text"/>		<b>10. Date of Birth</b> <input style="width:100%;" type="text"/>

Please affix a recent Passport Size photograph of candidate

The Demand Draft of Rs. 1,650/- (Rs. 1,500/- for Degree + Rs. 150/- for Provisional Certificate) in favour of DDE, AAI-DU, A/c payable at Allahabad

11. Academic Details: Marksheet details of Programme.						
Sl.	Programme & Semester/Year	Month & Year of passing	DESC Code	Marks obtained	Maximum Marks	Marksheet SL No.
1						
2						
3						
4						
5						
6						
7						
8						

**Note :** Attach self-attested copies of Mark-Sheets of all Semesters/Years. 6 month Internship certificate (IF ANY, ONLY FOR for AAI-DU) PROGRAMME.

**Declaration**

I hereby declare that all the information given by me in this form is true and correct to the best of my knowledge and belief. I have attached all required documents and demand draft with this form.

Date \_\_\_\_\_ Place \_\_\_\_\_ Signature of the Student \_\_\_\_\_

Full Address for Correspondence/mailling the degree /diploma /certificate (in Capital Letters):

**Name :** \_\_\_\_\_

**Father Name :** \_\_\_\_\_

**Address :** \_\_\_\_\_

\_\_\_\_\_

**Landmark:** \_\_\_\_\_

**District:** \_\_\_\_\_

**State:** \_\_\_\_\_

**PIN:** \_\_\_\_\_

**Phone / Mobile:** \_\_\_\_\_

Full Address for Correspondence/mailling the degree /diploma /certificate (in Capital Letters):

**Name :** \_\_\_\_\_

**Father Name :** \_\_\_\_\_

**Address :** \_\_\_\_\_

\_\_\_\_\_

**Landmark:** \_\_\_\_\_

**District:** \_\_\_\_\_

**State:** \_\_\_\_\_

**PIN:** \_\_\_\_\_

**Phone / Mobile:** \_\_\_\_\_

## Important Instructions

- This Degree/Diploma + Provisional Certificate Form is to be filled by the student in his/her own hand writing in English, using black ball point pen very carefully in Block Letters only.
- All fields of the application form are mandatory fields must be filled in with legible handwriting. The applicant must ensure the completeness of the application form in all respect, including contact details. Partially filled application forms shall summarily rejected, without assigning any reason(s) whatsoever, and no separate communication by the university to the applicant shall be made thereof. No complaint will be entertained in this regard. Fees, once paid, cannot be refunded or held in reserve.
- Please ensure that your name in the MARKSHEET is correctly spelled as per the HS/SSC or equivalent exam before applying for issue of Cert/Dip./Degree.
- The address of the students must be complete in all respect. It is compulsory to mention PIN Code, Telephone/Cell No. and e-mail address (if any).
- Internship certificate (only for AAIDU paramedical courses.)
- **The Demand Draft of Rs. 1,650/- (Rs. 1,500/- for Degree + Rs. 150/- for Provisional Certificate) in favour of DDE, AAI-DU, A/c payable at Allahabad. No CASH payment will be accepted.** On back-side of the draft applicant must write their name, Enrolment Number and Contact number.
- Candidates are advised to send their applications by Speed/ Registered Post, to avoid loss in postal transit. The Degree/ Diploma will be sent to the candidate by Speed/ Registered Post.
- No separate Provisional Certificate will not be issued.
- If required urgently, student can come in-person to deposit form between 09:00 AM to 1:00 PM (Monday to Friday) and collect same after 5:00 PM.
- **The following certificates duly attested by a Gazetted Officer should be enclosed with this application; (a) Copy of High School Certificate and Mark Sheet (b) Copy of Intermediate Certificate and Mark Sheet (c) Copy of the Under Graduate Degree Certificate in the case of P.G. applicants. (Attach all documents as applicable for eligibility of the programme as submitted at the time of Admission.)**

**The complete Degree/Diploma Forms along with demand drafts are to be sent on the following address:**

### **The Assistant Registrar**

Directorate of Distance Education

Sam Higginbottom Institute of Agriculture, Tech. & Sciences

Deemed to be University (SHIATS)

(Formerly Allahabad Agricultural Institute)

Naini, Allahabad - 211007

Ph. : 0532-2684317      Email - dir\_dde@shiats.edu.in

**CHECK LIST: (Please tick ✓ the boxes or write 'NA' if not applicable)**

DD is attached

The candidate has signed Declaration

Copy of High School Certificate and Mark Sheet

Copy of Intermediate Certificate and Mark Sheet

Copy of the Under Graduate Degree Certificate in the case of P.G. applicants