



FORM-3A

(For Correction in ORIGINAL DEGREE)
JAWAHARLAL NEHRU TECHNOLOGICAL UNIVERSITY HYDERABAD
Kukatpally, Hyderabad – 500085, TELANGANA (INDIA).

Date:

To
The Directorate of University Examinations,
JNT University Hyderabad,
Kukatpally, Hyderabad – 500085.

Sir,

Sub: Name/Father's Name/Gender/Photo corrections in Original Degree certificate – Reg.
Ref: Hall-ticket number of the candidate is _____

With reference to the subject cited above, Mr./Ms.-----, a student of **B.Tech./B. Pharmacy/M.Tech. /M. Pharmacy/Pharma D/ Pharma D (PB) / MBA / MCA/ M.Sc.** bearing the above hall-ticket number requires corrections in Original Degree certificate as mentioned below.

Error exists in	Name Printed on Certificate (Block letters)	Required Correction (Block letters)	Change Required
Name			Yes / No
Father's Name			Yes / No
Gender			Yes / No
Photo			Yes / No

Place:

Date:

SIGNATURE OF THE CANDIDATE

ADDRESS LABELS (write in CAPITAL LETTERS ONLY)

Note: As your Degree will be sent by post, write your full address

Name		Name	
H.T.No.		H.T.No.	
S/o or D/o		S/o or D/o	
D. No or Flat		D. No or Flat	
Street or Area		Street or Area	
Mandal		Mandal	
Distic		Distic	
State	PIN:	State	PIN:
Mobile		Mobile	

P.T.O

Enclosures to the Application:

1. *The details of payment of Rs.5000/- with the following details. (H.T. No. may be written on the back side of DD). Instrument (DD/Challan/Online /T-wallet) No. -----Date. -----*
 2. *Original Degree certificate in which correction required*
 3. *Photocopy of the Provisional Certificate.*
 4. *Xerox copies of SSC & Aadhar of the candidate.*
 5. *Softcopy of passport size photograph in CD or DVD (if photo correction is required)*
 6. *If you have not received the certificate within 60 days of your application, contact the Directorate of University Examinations for EMS (Speed Post) number.*
 7. *No claim of non-receipt of Certificate shall be entertained if it is not reported with 60 days of your application.*
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The Degree Certificate is bearing **H . T . No.** _____ is dispatched on date

_____.

**Dispatching Clerk, ACE (A), DUEX,
JNTU Hyderabad**