

INSTRUCTIONS TO CANDIDATES

1. ELIGIBLE CANDIDATES: Those who have completed their course through DD&CE on or before May 2016 alone can apply now. Those who have completed during Dec. 2016 can apply only after conduct of regular convocation.

2. PAYMENT OF FEES: Payment towards fees for Degree Certificate should be made in the form of Crossed Demand Draft drawn in favor of '**The Registrar, Manonmaniam Sundaranar University**', payable at '**Tirunelveli**'

(a) Degree certificate: **Special Rs.2000 + search fee of Rs.200 per year**

(b) Degree Certificate: **Instant Rs.5000 + search fee of Rs. 200 per year**
(within a one week time)

3. ENCLOSURES:

- (a) Filled in Application form
- (b) Demand Draft
- (c) Photo copy of Provisional Certificate / Consolidated Mark Statement of the degree for which application is made.
- (d) Photo copy of UG Degree Certificate in case of PG courses and PG Degree Certificate in case of M Phil courses.

Candidates are required to send the filled in applications along with the enclosures and Demand Draft to the following address.

**THE DIRECTOR
DIRECTORATE OF DISTANCE AND CONTINUING EDUCATION
MANONMANIAM SUNDARANAR UNIVERSITY
TIRUNELVELI 627 012
TAMIL NADU**