

**INSTRUCTIONS TO THE CANDIDATES APPLYING FOR  
SECOND CONVOCATION OF SKLTSHU**

- All the undergraduates and postgraduate candidates who have qualified themselves for the award of degrees and obtained Provisional Degree Certificates from Sri Konda Laxman Telangana State Horticultural University during the period from **01.11.2019 to 31.07.2022** are eligible to apply for the award of Degrees at **Second Convocation** to be held in **December 2022**. Those students who have applied as per earlier notification need NOT apply, and those who failed to apply can apply now.
- The Candidates are informed to see the respective lists of eligible candidates on the University website before filling up of the application.
- Candidates are informed to read the instructions thoroughly. The furnished information in application cannot be altered or changed; hence it is informed to verify the information twice before submission.
- Candidates are solely responsible for the information furnished by them and they should neither fill nor submit the application on behalf of other candidate.
- Application may be sent through a registered post or can be handed over at the University Head quarters in person.

**Important Dates:**

- Opening date of submission of Application form : **19.10.2022 (10:00 AM)**
- Closing date of submission of Application form : **10.11.2022 (5:00 PM)**
- In case of candidates obtaining to receive their degrees In-Absentia, their Original Degree Certificate will be sent by Registered/Speed Post to the address mentioned (**with in India ONLY**) in the form by the candidates. Hence the candidates should enter the correct complete postal address with PIN code.
- The University should not be held responsible if the address furnished by the candidate is incorrect.

**Payment of application fee:** In-Person : Rs. 2,200/- & In-Absentia : Rs. 2,400/- is only through Demand Draft In Favour of **The Comptroller, SKLTSHU**, Payable at Mulugu, Siddipet drawn in Any Nationalized Bank Only. No other mode of payment will be accepted.

- The fee once paid will not be refunded under any circumstances.
- For information, the candidates may contact the **Help Desk Nos. 8333981360 (for technical queries); 8333981358 (for general information in respect of PG and PhD students) and 8333981354/9652456779 (for general information in respect of UG students)** from 10:30 am to 4:30 pm on all working days.

**A. BHAGWAN  
REGISTRAR**