



# डॉ. पंजाबराव देशमुख कृषि विद्यापीठ, अकोला

## कृषिनागर, अकोला ४४४ १०४ (महाराष्ट्र)



सूचना का  
अधिकार

Phone No. : 0724-2258372

Fax No. : 0724-2258386

E-Mail-registrar@pdkv.ac.in

क्रमांक : बीएबी/सेवा हमी कायदा/२०१५/०५

दिनांक : ०४ जानेवारी, २०१६

संदर्भ : महाराष्ट्र लोकसेवा हक्क अध्यादेश-२०१५, दिनांक २८ एप्रिल, २०१५

### अधिसूचना

महाराष्ट्र लोकसेवा हक्क अध्यादेश-२०१५ (सन २०१५ च्या महाराष्ट्र अध्यादेश क्रमांक ५ च्या कलम ३ (१) अन्वये डॉ. पंजाबराव देशमुख कृषि विद्यापीठातील कार्यालयामार्फत नागरिकांना पुरविण्यात येत असलेल्या लोकसेवा, नियत कालमर्यादा, शुल्क, पदनिर्देशित अधिकारी, प्रथम आणि द्वितीय अपिलीय अधिकारी या बाबी खालील परिशिष्टामध्ये नमूद केल्याप्रमाणे अधिसूचित करण्यात येत आहेत.

### परिशिष्ट

अ. क्र.	लोकसेवेचा तपशील	लोकसेवा पुरविण्यासाठी विहित केलेली कालमर्यादा	अर्जाचा विहित नमुना व (असल्यास) शुल्क (रुपये)	पदनिर्देशित अधिका-याचे पदनाम	प्रथम अपिल अधिका-याचे पदनाम/ कार्यालयीन पत्ता/ दुरध्वनी क्र./ ई-मेल	द्वितीय अपिल अधिका-याचे पदनाम/ कार्यालयीन पत्ता/ दुरध्वनी क्र./ ई-मेल
(१)	(२)	(३)	(४)	(५)	(६)	(७)
(१)	दुय्यम पदवी/ पदव्युत्तर प्रमाणपत्र	सर्व आवश्यक कागदपत्राची पूर्तता केल्यास ३० दिवस	रु. ५००/-	सहायक कुलसचिव (परिक्षा), डॉ. पं.दे.कृ.वि., अकोला	उपकुलसचिव (वि.वि.), डॉ. पं.दे.कृ.वि., अकोला दुरध्वनी क्र. ०७२४-२२५८३४८ ई-मेल dyracad@pdkv.ac.in	कुलसचिव, डॉ. पं.दे.कृ.वि., अकोला दुरध्वनी क्र. ०७२४-२२५८३७२ ई-मेल registrar@pdkv.ac.in
(२)	दुय्यम पदवी/ पदव्युत्तर गुणपत्रक	४५ दिवस	रु. १००/-	सहायक कुलसचिव (परिक्षा), डॉ. पं.दे.कृ.वि., अकोला	उपकुलसचिव (वि.वि.), डॉ. पं.दे.कृ.वि., अकोला दुरध्वनी क्र. ०७२४-२२५८३४८ ई-मेल dyracad@pdkv.ac.in	कुलसचिव, डॉ. पं.दे.कृ.वि., अकोला दुरध्वनी क्र. ०७२४-२२५८३७२ ई-मेल registrar@pdkv.ac.in
(३)	दुय्यम तात्पुरते उत्तीर्ण प्रमाणपत्र	७ दिवस	रु. १००/-	सहायक कुलसचिव (परिक्षा), डॉ. पं.दे.कृ.वि., अकोला	उपकुलसचिव (वि.वि.), डॉ. पं.दे.कृ.वि., अकोला दुरध्वनी क्र. ०७२४-२२५८३४८ ई-मेल dyracad@pdkv.ac.in	कुलसचिव, डॉ. पं.दे.कृ.वि., अकोला दुरध्वनी क्र. ०७२४-२२५८३७२ ई-मेल registrar@pdkv.ac.in
(४)	दुय्यम स्थलांतर प्रमाणपत्र	३० दिवस	रु. २००/-	सहायक कुलसचिव (परिक्षा), डॉ. पं.दे.कृ.वि., अकोला	उपकुलसचिव (वि.वि.), डॉ. पं.दे.कृ.वि., अकोला दुरध्वनी क्र. ०७२४-२२५८३४८ ई-मेल dyracad@pdkv.ac.in	कुलसचिव, डॉ. पं.दे.कृ.वि., अकोला दुरध्वनी क्र. ०७२४-२२५८३७२ ई-मेल registrar@pdkv.ac.in
(५)	दुय्यम पदविका प्रमाणपत्र	३० दिवस	रु. ५००/-	प्रभारी अधिकारी, परिक्षा विभाग, निम्न कृषि शिक्षण, डॉ. पं.दे.कृ.वि., अकोला	सहयोगी अधिष्ठाता, निम्न कृषि शिक्षण, डॉ. पं.दे.कृ.वि., अकोला दुरध्वनी क्र. ०७२४-२२५८७०६	अधिष्ठाता, निम्न कृषि शिक्षण, डॉ. पं.दे.कृ.वि., अकोला दुरध्वनी क्र. ०७२४-२२५८७०६
(६)	दुय्यम पदविका गुणपत्रक	३० दिवस	रु. ५००/-	प्रभारी अधिकारी, परिक्षा विभाग, निम्न कृषि शिक्षण, डॉ. पं.दे.कृ.वि., अकोला	सहयोगी अधिष्ठाता, निम्न कृषि शिक्षण, डॉ. पं.दे.कृ.वि., अकोला दुरध्वनी क्र. ०७२४-२२५८७०६	अधिष्ठाता, निम्न कृषि शिक्षण, डॉ. पं.दे.कृ.वि., अकोला दुरध्वनी क्र. ०७२४-२२५८७०६
(७)	दुय्यम माळी प्रशिक्षण प्रमाणपत्र	३० दिवस	रु. ५००/-	प्रभारी अधिकारी, परिक्षा विभाग, निम्न कृषि शिक्षण, डॉ. पं.दे.कृ.वि., अकोला	सहयोगी अधिष्ठाता, निम्न कृषि शिक्षण, डॉ. पं.दे.कृ.वि., अकोला दुरध्वनी क्र. ०७२४-२२५८७०६	अधिष्ठाता, निम्न कृषि शिक्षण, डॉ. पं.दे.कृ.वि., अकोला दुरध्वनी क्र. ०७२४-२२५८७०६

टिप : वरील शुल्क कार्यकारी परिषदेकडून सुधारीत होत असून त्यानुसार वेळोवेळी सुधारीत केलेले शुल्क विद्यार्थ्यांकडून आकारण्यात येईल. मा. कुलगुरु महोदय यांच्या मान्यतेने.

स्वा/-  
कुलसचिव  
डॉ. पं.दे.कृ.वि., अकोला



**Dr. PANJABRAO DESHMUKH KRISHI  
VIDYAPEETH, AKOLA**  
Krishi Nagar, Akola - 444 104 (Maharashtra)



Phone No. : 0724-2258372  
Fax No. : 0724-2258386  
E-Mail-registrar@pdkv.ac.in

No. BAB/Services Act/2015/05

Date : 04<sup>th</sup> January, 2016

**Reference :** Maharashtra Right to Public Service Ordinance, 2015, Dt. 28<sup>th</sup> April, 2015

**Notification**

Vice Clause-3 of Maharashtra Right to Public Services Ordinance, 2015 (Ord. No. V) The public service rendered by MPKV, Rahuri through subordinate officers to the citizens along with stipulated time limits for providing such public services the Designated Officers, First and Second Appellate Authority on specified in the Appendix as follows for the purpose of the notification.

**Appendix**

Sr. No.	Public Services	Time limit for providing services	Proforma of Application & Fees in (Rupees)	Designated Officer	First Appellate Officer	Second Appellate Officer
(1)	(2)	(3)	(4)	(5)	(6)	(7)
(1)	Duplicate UG/ PG Degree Certificate	If all documents provided 30 Days	Rs. 500/-	Assistant Registrar (Exam) Dr. PDKV, Akola	Dy. Registrar (Acad.), Dr. PDKV, Akola Ph. No. 0724-2258348 dyracad@pdkv.ac.in	Registrar , Dr. PDKV, Akola Ph. No. 0724-2258372 registrar@pdkv.ac.in
(2)	Duplicate UG/ PG Mark Sheet	45 Days	Rs. 100/-	Assistant Registrar (Exam) Dr. PDKV, Akola	Dy. Registrar (Acad.), Dr. PDKV, Akola Ph. No. 0724-2258348 dyracad@pdkv.ac.in	Registrar , Dr. PDKV, Akola Ph. No. 0724-2258372 registrar@pdkv.ac.in
(3)	Duplicate Provisional Passing Certificate	7 Days	Rs. 100/-	Assistant Registrar (Exam) Dr. PDKV, Akola	Dy. Registrar (Acad.), Dr. PDKV, Akola Ph. No. 0724-2258348 dyracad@pdkv.ac.in	Registrar , Dr. PDKV, Akola Ph. No. 0724-2258372 registrar@pdkv.ac.in
(4)	Duplicate Migration Certificate	30 Days	Rs. 200/-	Assistant Registrar (Exam) Dr. PDKV, Akola	Dy. Registrar (Acad.), Dr. PDKV, Akola Ph. No. 0724-2258348 dyracad@pdkv.ac.in	Registrar , Dr. PDKV, Akola Ph. No. 0724-2258372 registrar@pdkv.ac.in
(5)	Duplicate Diploma Certificate	30 Days	Rs. 500/-	Officer Incharge (Exam), LAE, Dr. PDKV, Akola	Associate Dean, LAE, Dr. PDKV, Akola Ph. No. 0724-2258706	Dean, LAE, Dr. PDKV, Akola Ph. No. 0724-2258706
(6)	Duplicate Diploma Mark Sheet	30 Days	Rs. 500/-	Officer Incharge (Exam), LAE, Dr. PDKV, Akola	Associate Dean, LAE, Dr. PDKV, Akola Ph. No. 0724-2258706	Dean, LAE, Dr. PDKV, Akola Ph. No. 0724-2258706
(7)	Duplicate Mali Training Certificate	30 Days	Rs. 500/-	Officer Incharge (Exam), LAE, Dr. PDKV, Akola	Associate Dean, LAE, Dr. PDKV, Akola Ph. No. 0724-2258706	Dean, LAE, Dr. PDKV, Akola Ph. No. 0724-2258706

Approved by Hon'ble Vice Chancellor

**Sd/-**  
Registrar  
Dr. PDKV, Akola



DR.PANJABRAO DESHMUKH KRISHI VIDYAPEETH, AKOLA

Application for Original/Duplicate Degree Certificate (UG and PG)

DEGREE FOR WHICH APPLICATION IS MADE		
(Please tick <input checked="" type="checkbox"/> in the relevant Box)		
B.Sc.(Agri.)	<input type="checkbox"/>	B.Sc.(Horti.) <input type="checkbox"/> B.Sc.(Forestry) <input type="checkbox"/>
B.Sc.(Agril.Bio-Tech.)	<input type="checkbox"/>	B.Sc.(ABM) <input type="checkbox"/> B.Tech.(Agril. Engg) <input type="checkbox"/>
B.Tech.(Food Sci.)	<input type="checkbox"/>	M.Sc.(Agri.) <input type="checkbox"/> M.Sc.(Horti.) <input type="checkbox"/>
M.Sc.(For.)	<input type="checkbox"/>	M.Tech.(Agril. Engg.) <input type="checkbox"/> MBA(Agri.) <input type="checkbox"/>
Ph.D.	<input type="checkbox"/>	<input type="checkbox"/>
Name of Student (in Capital letters) :-		
Sex :- Male <input type="checkbox"/> Female <input type="checkbox"/>		
Enrolment No. :-		
Year of admission :-		
Subject (For P.G. candidated only) :-		
Name of College :-		
Month & Year of Degree Completion :-		
CGPA and Class (Attach copy of the Transcript) :-		
Address for Correspondence ( In Capital Letters) :-		
Pin Code:		
Phone No. Mobile No.		
E-Mail		
Amount of Fee paid/ Remitted :- Rs.		
Details of Demand Draft :- D.D.No. Date Bank		
University Receipt Number and date :- Receipt No. Date		

Place  
Akola

-----  
(Signature of the applicant)

## DR.PANJABRAO DESHMUKH KRISHI VIDYAPEETH, AKOLA

**Please read the following instructions scrupulously before filling in the form given on reverse-side**

1. All entries should be recorded correctly.
2. Information such as examination passed, CGPA, Division, Name, Enrolment Number, Name of College, Year of passing etc. be given correctly (As per Grade Card).
3. Fees for obtaining degree in absentia (by Post) is Rs.500/-.
4. Fees will be accepted in cash in the office of Dy. Registrar (Acad.), Dr.P.D.K.V.,Akola during 11.00 A.M. to 3.00 P.M. on all working days or by **Bank Draft of State Bank of India payable at Akola in favour of Assistant Registrar (GAD), Dr.P.D.K.V., Akola.** The purpose & complete address should be given on the reverse of the same.
5. The applicant must give address for correspondence correctly on which degree certificate in absentia will be provided.
6. Attested Xerox copy of Grade Card/Transcript must be attached to this application.

**APPLICATION FORM FOR PROVISIONAL DEGREE  
CERTIFICATE /DUPLICATE GRADE CARD (MARKLIST)**

To,  
The Registrar,  
Dr.Panjabrao Deshmukh Krishi Vidyapeeth,  
Akola

**Subject :- Application for issue Provisional Degree certificate  
/Duplicate grade card (Marklist).**

Sir,  
Need of \_\_\_\_\_  
The required details are finished here with as below.

Name in Full \_\_\_\_\_  
(In Block Letters)

Present full address Name \_\_\_\_\_

Examination Passed \_\_\_\_\_

Enrollment Number \_\_\_\_\_

Result of Passing Month \_\_\_\_\_ Year \_\_\_\_\_

CGPA \_\_\_\_\_

Division \_\_\_\_\_

Name of College \_\_\_\_\_

I have paid requisite fee of Rs. \_\_\_\_\_ in cash Receipt No. \_\_\_\_\_ Dated \_\_\_\_\_  
which receipt is enclosed.

I therefore, request you to kindly issue me the same at your earliest possible.

**Place :-**  
**Date :-**

✓ **Your faithfully**

**(Signature of Student)**

## APPLICATION FORM FOR MIGRATION CERTIFICATE

To,

The Registrar,  
Dr.Panjabrao Deshmukh Krishi Vidyapeeth,  
Akola

**Subject :- APPLICATION FOR ISSUE OF MIGRATION CERTIFICATE.**

Sir,

I have to join \_\_\_\_\_ for higher studies leading to  
(Name of University)

\_\_\_\_\_ from academic year \_\_\_\_\_. The said University requires Migration Certificate  
(Name of Course)  
to enroll me as an external/regular student of that University. Therefore, I request you to issue Migration Certificate. This application form is sent through the Head of Institute in which I sought admission.

### MY PARTICULARS:-

1. Full Name \_\_\_\_\_  
(As recorded in Leaving Certificate)
2. Name of Degree obtained from Dr.P.D.K.V. \_\_\_\_\_
3. Year and Month of Degree Examination Passed/Failed \_\_\_\_\_
4. Enrolment No. of Dr.P.D.K.V \_\_\_\_\_
5. Name of college last attended \_\_\_\_\_  
The necessary fee of Rs.200/-(Rs.Two hundred only) has been remitted by me in cash by money receipt/Bank Draft of which is enclosed herewith.

I hereby solemnly declare that :-

- a) The above information furnished by me is true to the best of my knowledge and belief
- b) I have not been expelled/debarred/rusticated from Dr.P.D.K.V., Akola OR
- c) I have been expelled or debarred/rusticated from appearing at University Examination registered for \_\_\_\_\_ semester during academic year \_\_\_\_\_ first/second term, but the period of such expulsion is over as per proof attached herewith.
- d) I have not applied for Migration to any other University after last enrolled in Dr. PDKV, Akola as detailed above.
- e) No dues of the Dr.P.D.K.V., are outstanding against me or any of the college/Department (affiliated)
- f) The Migration Certificate may please be sent directly to the Principal/Associate Dean/ Registrar/ Director \_\_\_\_\_

\_\_\_\_\_  
(Name of College / Institution where admission is sought)

I have submitted No Objection Certificate, Bonafide Certificate and true copy/Xerox copy of Leaving Certificate duly attested as desired.

Place :-

Date :-

**Your faithfully**

(Signature of Student)

FULL ADDRESS OF STUDENTS :-

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**BONAFIDE CERTIFICATE**

This is to certify that Shri/Ku \_\_\_\_\_ is  
a bonafide student of \_\_\_\_\_ College, who is admitted  
for \_\_\_\_\_ course during the academic year \_\_\_\_\_ Migration  
certificate is required for him.

Place :-

Date :-

Name of College \_\_\_\_\_

Principal / Associate Dean

**No. Objection Certificate from the Associate Dean/ Principal of College/ Institute  
Last Attended.**

I have no objection for issue of Migration Certificate to the candidate mentioned above since no dues are outstanding against him and he was not expelled/debarred/rusticated from this College/ University during the period of his studentship.

Place :-

Date :-

Name of College \_\_\_\_\_

Principal / Associate Dean

**INSTRUCTIONS TO STUDENT :-**

1. If the candidate wants to seek admission to the course of study conducted by any other University. Bonafide certificate is necessary. In this case Migration Certificate will be sent directly to the University.
2. No Objection Certificate of the Principal/Associate Dean of the college last attended must have to e furnished while submitting this application.
3. Attested true copy/attasted Xerox copy of the college leaving certificate attended last must be attached to this application.
4. The prescribed application form must be sent through the Head of Institute where the admission is sought for further studies.
5. Migration Certificate shall not be sent to the candidate directly and same shall be sent to the concerned University/College, under intimation to the candidate.
6. Fee of Rs.200/- should be remitted in the office of the Deputy Registrar (Acad.) Dr.PDKV., Akola, 10.00 a.m. to 3.00 p.m. all working days in Cash or by Bank Draft only payable to Asstt.Registrar (GAD), Dr.P.D.K.V., Akola . The purpose & complete address should be given on reverse of the same. No other form of payment is allowed.
7. Bonafide Certificate is not necessary in case of student appearing for examination in other University as external candidate.

# डॉ. पंजाबराव देशमुख कृषि विद्यापीठ, अकोला

दुय्यम पदविका प्रमाणपत्र/ गुणपत्रक/ माळी प्रशिक्षण प्रमाणपत्र मिळण्याकरीता अर्जाचा नमूना

प्रति,

दिनांक :

सहयोगी अधिष्ठाता,  
निम्न कृषि शिक्षण,  
डॉ. पंजाबराव देशमुख कृषि विद्यापीठ, अकोला

**विषय :** दुय्यम पदविका प्रमाणपत्र/ गुणपत्रक/ माळी प्रशिक्षण प्रमाणपत्र मिळण्याबाबत विनंती अर्ज.....

महोदय,

वरील विषयानुसार मी खालील सही करणार विनंतीपूर्वक अर्ज करतो/ करते की, मी कृषि तंत्र विद्यालय/  
कृषि तंत्र निकेतन/ ग्रामीण शिक्षण संस्था/ माळी प्रशिक्षण केंद्र .....  
येथील विद्यार्थी/ विद्यार्थीनी असून सन ..... मध्ये परिक्षा उत्तीर्ण/ अनुत्तीर्ण झालो/ झाली असून  
माझा आसन क्र. .... व नामांकन क्रमांक ..... हा आहे.

माझे मुळ पदविका प्रमाणपत्र/ गुणपत्रक/ माळी प्रशिक्षण प्रमाणपत्र हरविले/ खराब झाल्यामुळे मला  
सदर पदविका प्रमाणपत्र/ गुणपत्रक/ माळी प्रशिक्षण प्रमाणपत्राच्या दुय्यम प्रतीची आवश्यकता आहे.

त्याकरीता मा. तहसिलदार यांचेसमोर रु. १००/- च्या मुद्रांकीत कागदावर तयार केलेले शपथपत्र व  
पोलिस स्टेशन रिपोर्टची प्रत तसेच आवश्यक शुल्क रु. ५००/- चा बँक धनाकर्ष (Bank Demand Draft)  
किंवा रोखीने सदर अर्जासह सादर करित आहे.

तरी सदर पदविका प्रमाणपत्र/ गुणपत्रक/ माळी प्रशिक्षण प्रमाणपत्राची दुय्यम प्रत देण्यात यावी, ही  
विनंती.

सोबत : (१) प्रतिज्ञापत्र  
(२) पोलीस स्टेशन रिपोर्टची प्रत  
(३) बँक धनाकर्ष (Bank Demand Draft)

आपला/ आपली विश्वासू

(विद्यार्थी/ विद्यार्थीनीची स्वाक्षरी)

नांव : .....

पत्ता : .....

.....

(टिप : सदर प्रमाणपत्र/ गुणपत्रक पोस्टाद्वारे पाहिजे असल्यास रु. ५०/- चे शुल्क अतिरिक्त भरावे लागेल याची  
नोंद घ्यावी)