

## **Collection of Original Degree from the Department of Sociology**

The MA/MPhil/PhD degree has to be collected by the graduated alumni in person from the department after it has been sent to the department by the University. The degree is printed and provided by the University of Delhi.

We will post the degree certificates that are available in the department office on our website. You can also check with the office if the degree has been received from the University by visiting the office or by sending an email to [office@sociology.du.ac.in](mailto:office@sociology.du.ac.in) with the subject line Availability of MA degree in the department. This email must have your name, degree, year of graduation, enrolment number, mobile number, email as it is recorded in the University of Delhi records. Copying your mail to multiple emails or not providing accurate and complete information will lead to delays.

For a duplicate/digital degree (<https://digicerti.du.ac.in/>), you must apply for it and pay fees, etc. directly on the Delhi University website. The Department is not involved in this process.

In case the graduate is unable to collect the degree themselves, it may be collected by a responsible person authorized by the graduate. If the graduate is not collecting their own original degree in person, the authorized person must bring:

- a) Authorization letter in the format below.
- b) Self-attested copy of the ID of the graduate
- c) Original ID of person collecting as mentioned in authorization letter for verification
- d) Self-attested copy of the ID of authorized person to be submitted

Format for Letter of authorization for collecting degree:

To: Department of Sociology, Delhi School of Economics, University of Delhi, Delhi 110007

I \_\_\_\_\_ (Your Name) authorize (Name of authorized person) \_\_\_\_\_, bearing ID \_\_\_\_\_ (state ID type - any government issued ID such as Aadhaar/driving license, passport) with ID No. \_\_\_\_\_ to collect my original MA degree on my behalf from the Department.

Signature of person who is authorized to collect the degree:

Name, address and contact details of person authorized to collect the degree:

Signature of authorizing graduate:

Name and address

Email and Mobile:

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I have collected the original degree mentioned in this letter on \_\_\_\_\_

(Signature of authorized person collecting degree)