



OFFICE OF THE REGISTRAR
KAKATIYA UNIVERSITY
WARANGAL - 506009

No. 955/B3/KU/2022

Date: 20 - 08 - 2022

CIRCULAR

Sub:- Re-Admissions into UG & PG (Professional & Non-Professional) Courses for the academic year 2022-2023 – Regarding.

With reference to the subject cited, you are aware that the Students who discontinued the UG/ PG Courses for various reasons seek readmission to the Course in the subsequent / Successive academic year. It has been observed that the Principals of some of the Colleges without adhering to the re-admission norms, simply forwarding the applications without ascertaining the eligibility and proper enclosures. Some of the applications are received at the middle or end of class work and rejected at the Academic Branch, KU. It is the responsibility of the Principal and Staff of the College to guide the students and to comply with the rules and regulations of the Course.

The candidate detained in any Semester has to clear the papers and after getting promotion have to seek re-admission in the next subsequent year. The Principals of the Colleges should adhere to the norms and Academic Calendar. Only eligible applications have to be forwarded in time to the University duly ascertaining the eligibility. As per the norms, all such readmissions are accorded well in advance on or before commencement of classes of every Semester / Year of the Course.

Therefore, I am desired by the Vice- Chancellor to inform you to implement the Readmission Guidelines scrupulously and forward the eligible applications in the prescribed format duly absorbing the following.

- i) Last date for receipt application is : UG Courses I/III/ V Semesters : 12-09-2022
- ii) P.G and other Courses : As per the Almanacs
- iii) Processing Fee :Rs. 1200/- to be paid through SBI E Pay / NEFT / RTGS / Google Pay / Phone Pay only.
- iv) Payment-Account Details: State Bank of India, KU Branch, Account No. 52026911837, Registrar, Income Account. IFSC: SBIN0020262.

Prescribed Application Forms may be downloaded from KU Website: www.kakatiya.ac.in and duly filled in forms along with necessary enclosures may be submitted at the Academic Branch, Kakatiya University, Hanumakonda well in advance on or before commencement of Class Work or within the above prescribed date.

Any Student re-admitted without obtaining prior approval of the University will not be permitted for the University Examinations under any circumstances, and the Colleges be penalized for violation of rules. No Application shall be entertained beyond the last date. The University reserves the right to cancel the re-admission got in deviation of norms at any stage.

REGISTRAR

To
All the Principals of the University & Affiliated Colleges, Kakatiya University.

Copy to:-

- 1) The Dean, College Development Council/Academic Audit, KU.
- 2) The Controller of Examinations, KU.
- 3) The Director, University Website, KU, with a request to place it on University Website.
- 4) The Public Relations Officer, KU, with a request to issue Press Note accordingly.
- 5) The Secretary to the Vice-Chancellor, KU.
- 6) The PA to the Registrar, KU.
- 7) The Stack File.



KAKATIYA UNIVERSITY

WARANGAL-506 009 TELANGANA

APPLICATION-FORM FOR RE-ADMISSION INTO UG & PG COURSES FOR THE ACADEMIC YEAR -2022-2023

Name of the Student (<i>in Capital Letters</i>)	
Father's Name	
Residential Address for Correspondence	
Mobile Number	
Course with Optional Subjects & Medium	
Hall-Ticket Number	
Name of the College with Address	
Re-Admission sought into the Semester/Year	
Date & Academic Year of first admission into the Course	
Date & Academic Year of Discontinuation of the Course	
Reason for Discontinuation of the Course	
Processing Fee details (SBI Epay/NEFT/RTGC/Google Pay)	Amount of Rs. Receipt / Ref. No. Date

Enclosures attached:

- 1 Attendance 40% above in case of I Semester
2. Xerox Memos of Passed/Promoted Semesters
(Net Memos not accepted)
3. Receipt of Fee
4. Any other relevant document

Signature of the Student

Recommendations of the Principal of the College

Date of Commencement of Classes for the Semester/Year in which student seeking re-admission	
Whether student <u>ELIGIBLE</u> for Re-Admission into the Semester/Year to be re-admitted as per eligibility criteria	
Whether student <u>RECOMMENDED</u> to the Semester/Year to be re-admitted	

Signature of the Principal with Seal

For Office use only

Candidate is Eligible / Not Eligible / Application kept in abeyance due to the following reasons:

- 1) Not enclosed the relevant documents
- 2) Not promoted to higher-Semester/Year of Study
- 3) Not having the required attendance
- 4) Not paid the requisite processing fee.

Section I/c

Superintendent

Asst. Registrar

REGISTRAR



To
All the Principals of
University Constituent /Affiliated (Aided/Unaided/Govt./Private) Colleges
Kakatiya University

Sub: ADMISSIONS – admission on Transfer of students into II & III year
(3rd&5th Semesters) of Undergraduate Courses during the academic
year 2022-2023 - Instructions – Issued.

Ref: - Almanac dated 130/Acad. Audit/KU2022, dated 16/08/2022

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Sir/Madam,

You are aware that the degree classes commenced from 16/08/2022 of II year 3rd semester III year 5th semester for the academic year 2022-2023. The Candidates who have completed their I year (1st & 2nd semesters) and II year (3rd & 4th semesters) of degree programme in the colleges under the jurisdiction of Kakatiya University as well as from other Universities would be applying for admission on transfer into Degree Colleges of KU due to several reasons.

APPLICATIONS FOR ADMISSION ON TRANSFERS FROM ONE COLLEGE TO THE OTHER COLLEGE UNDER THE JURISDICTION OF KAKATIYA UNIVERSITY WITH FOLLOWING:

- i) Consent of the Principals concerned
- ii) Xerox copies of the memorandum of Marks of I year (1st & 2nd semesters) and II year (3rd & 4th semesters) of degree course
- iii) The processing fee shall be as follows
- iv) College to another College : Rs. 1500/-
- v) From other University : Rs. 2500/-
- vi) From other State : Rs. 5000/-
- vii) Method of fee payment through online SBI E pay / NEFT / RTGS/ Google Pay / Phone Pay only Account No. 52026911837 (Registrar Income Account). State Bank of India, KU Branch, IFSC code SBIN0020262.

Continued...

- viii) Copy of the affiliation orders of the college in which the candidate is seeking admission on transfer.

APPLICATIONS FOR ADMISSION ON TRANSFERS FROM OTHER UNIVERSITIES:

- i) Originals along with Xerox copies of Memorandum of marks of I/II year degree program of the parent University. **(Net Memos are not accepted)**
- ii) Certified copies of the Scheme / Syllabus & Promotion rules of I/II year degree course studied at parent University.
- iii) Copy of the Affiliation orders of the college in which the candidate is seeking admission on transfer.

The schedule for admission on transfer into II & III year (3rd & 5th semesters) degree programs is as follows:-

Last date for submission of application forms: 17/09/2022

NO APPLICATION SHALL BE ENTERTAINED AFTER 17/09/ 2022.

No student be admitted on transfer by the Colleges directly without obtaining prior approval/orders of the University under any circumstances and the College shall be held responsible for violation. Any student admitted so, will not be permitted for the University Examination.

Applications without the consent of the Principals, without details will not be entertained / considered by the University.

All the Principals are requested to follow the above instructions scrupulously and inform the students who are desirous of seeking admission on transfer accordingly.

NOTE: in case of candidates within the University / other Universities detained in previous semester, have to appear and clear backlog papers from Kakatiya University for Continuing for next Semester.

Yours faithfully,



REGISTRAR

Copy to:

1. The Dean, Faculty of Arts / Science / Social Sciences & Commerce & Business Management, KU
2. The Dean, CDC / Academic Audit cell, KU
3. The Controller / Addl. Controller of Examinations, KU
4. The Secretary to Vice- Chancellor, KU / The P.A. to Registrar, KU
5. The SF

**KAKATIYA UNIVERSITY**

WARANGAL-506 009 TELANGANA

**APPLICATION-FORM FOR TRANSFER OF ADMISSION
INTO UG NON-PROFESSIONAL COURSES FOR THE ACADEMIC YEAR -2022-2023
(WITHIN THE JURISDICTION OF KAKATIYA UNIVERSITY)**

Name of the Student <i>(in Capital Letters)</i>	
Father's Name	
Residential Address for Correspondence	
Mobile Number	
Course with Medium	
Hall-Ticket Number	
Name of the College with Address where the last studied	
Year / Semester already studied / completed	
Subjects studied in previous Year/ Semester <i>(Write subjects as per previous Memo. of Marks).</i>	First Language : Second Language: Optional : (i) (ii) (iii) Others, if any :
Name of the College with Address where the candidate intends to seek Admission on Transfer	
Transfer of Admission sought into the Semester / Year	
Reasons for seeking transfer of Admission	
Processing Fee details <i>(SBI Epay/NEFT/RTGC/Google Pay)</i>	Amount of Rs. Receipt/Ref. No. Date

DECLARATION BY THE CANDIDATE

I declare that the facts mentioned above are true to the best of my knowledge. I fully understand that my admission will stand cancelled in case any information furnished by me is found to be false at any stage of the course.

Date:

Signature of the Student

NO OBJECTION CERTIFICATE FROM THE RELINQUISHING COLLEGE

Certified that this College has no objection for transfer of Admission of Mr./Ms./Mrs. _____, S/o, D/o. _____ Roll No. _____ BA/BCom./B.Sc./I,II,III Year course from this College for the academic year _____

Date:

Signature of the Principal with Seal

**CERTIFICATION OF THE PRINCIPAL OF THE COLLEGE WHERE
ADMISSION ON TRANSFER IS SOUGHT**

This is to certify that I have No Objection to take over the Admission on Transfer of Mr./Ms./Mrs. _____, S/o, D/o. _____ into _____ Course of _____ Semester/Year in _____ Medium with Hall Ticket No. _____ for the academic year 2022-23 against the existing vacant-seat and it will not exceed the approved ceiling strength for the said Course.

Further, it is to certify that the KU has permitted our College to offer said course with sanctioned intake of _____ Seats during last two academic years. *(Enclosed the copies of Annual-Affiliation-Orders for the last two academic years issued by the KU)*

Date:

Signature of the Principal with Seal



KAKATIYA UNIVERSITY

WARANGAL-506 009 TELANGANA

APPLICATION-FORM FOR TRANSFER OF ADMISSION INTO II / III-YEAR OF UG NON-PROFESSIONAL COURSES FROM OTHER UNIVERSITIES FOR THE ACADEMIC YEAR 2022-23

Name of the Student <i>(in Capital Letters)</i>	
Father's Name & Occupation	
Residential Address for Correspondence	
Mobile Number & e-mail ID	
Course with Medium	
Hall-Ticket Number	
Name of the College with Address where the last studied	
Year / Semester already studied / completed	
Subjects studied in previous Year/ Semester <i>(Write subjects as per previous Memo. of Marks).</i>	First Language : Second Language: Optional : (i) (ii) (iii) Others, if any :
Name of the College with Address where the candidate intends to seek Admission on Transfer	
Transfer of Admission sought into the Semester / Year	
Reasons for seeking transfer of Admission	
Particulars of the Fee paid by the Student	Amount of Rs. Receipt/Ref. No. Date Through : SBI Epay/NEFT/RTGC/Google Pay

DECLARATION BY THE CANDIDATE

I declare that the facts mentioned above are true to the best of my knowledge. I fully understand that my admission will stand cancelled in case any information furnished by me is found to be false at any stage of the course.

Date:

Signature of the Student

CERTIFICATION OF THE PRINCIPAL OF THE COLLEGE WHERE ADMISSION ON TRANSFER IS SOUGHT

This is to certify that I have No Objection to take over the Admission on Transfer of Mr./Ms./Mrs. _____, S/o, D/o. _____ into _____ Course of _____ Semester/Year in _____ Medium with Hall Ticket No. _____ for the academic year 2022-23 against the existing vacant-seat and it will not exceed the approved ceiling strength for the said Course.

Further, it is to certify that the KU has permitted our College to offer said course with sanctioned intake of _____ Seats during last two academic years. *(Enclosed the copies of Annual-Affiliation-Orders for the last two academic years issued by the KU)*

Date:

Signature of the Principal with Seal