

**ADIKAVI NANNAYA UNIVERSITY:: RAJAMAHENDRAVARAM
ANDHRA PRADESH**



Office of the Dean
College Development Council
No. ANUR/CDC/Circular/2018/06

Ph. No: 0883-2566009
Email:cdcanudata@gmail.com
Date: 17.08.2018

To
The Principals of all affiliated UG Colleges
Adikavi Nannaya University

CIRCULAR

Sub : ANUR - CDC – Affiliated UG Colleges - Schedule of submission of student details & payment of college affiliation fee and other fee – Staff details – Proofs for poor – cum – merit students fund, Library & Laboratory upgrading fund and group life & health insurance fund – Regarding.

Ref: 1. ANUR/CDC/Circular – Date extension of admissions/2018/05, dt.27.07.2018.
2. ANUR/UG Exams/Notification/I, III & V Sem/2018, dt.16.08.2018.

The University has already released the academic calendar for UG courses for all semesters in CBCS pattern for the academic year 2018-19. I am by direction to inform you that all the UG colleges have to submit the following proformas and evidences for item f,g,h,i,j and academic calendar in case of autonomous colleges in hard & soft copy in CD/pen drive to the office of the Dean, CDC as per the schedule given below:

- a) Abstract of admitted students details (PF-1)
- b) First year students information (PF-2)
- c) Second year transferred students information (PF-3)
- d) Third year transferred students information (PF-4)
- e) Teaching Staff & Non Teaching Staff details(PF-5)
- f) Poor- Cum – Merit Students fund details for first year students.
- g) Library & Laboratory upgrading fund details for first year.
- h) Life & Health insurance fund details for first year.
- i) Proofs for payment of EPF to all staff members.
- j) Proofs for utilization of College Development Fund.

Last date for submission of : a) list of students : 23.08.2018

b) payment of affiliation and other fee **without late fee**

Last date for submission of : a) list of students : 03.09.2018

b) payment of affiliation and other fee **with fine of Rs.2,000/-**

Last date for submission of : a) list of students : 05.09.2018

b) payment of affiliation and other fee **with fine of Rs.5,000/-**

:: 02 ::

Schedule of dates for submission of above listed documents along with DD's drawn on or before 23.08.2018 towards Inspection fee, annual Affiliation fee, ICGS & Students fee.

Date			E.G. College Codes	W.G College Codes
Upto 22.08.2018 All Colleges				
23.08.2018	A.M	10.30-1.00 noon	001-015	301-315
	P.M	02.00-4.30pm	016-030	316-330
24.08.2018	A.M	10.30-1.00 noon	031-045	331-345
	P.M	02.00-4.30pm	046-060	346-360
25.08.2018	A.M	10.30-1.00 noon	061-075	361-375
	P.M	02.00-4.30pm	076-090	376-390
27.08.2018	A.M	10.30-1.00 noon	091-105	391-405
	P.M	02.00-4.30pm	106-120	406-411
28.08.2018	A.M	10.30-1.00 noon	121- 149	

Note: Colleges which have not responded in the above scheduled date and time will be imposed a fine of Rs. 1000/-

P. Vijaya Nirmala
17.8.2018
(P. VIJAYA NIRMALA)
ASST.DEAN

Copy to :

The Web Master, ANUR for uploading in the ANUR Website for keeping SMS to the Principals of affiliated UG colleges.
The PA to Registrar.
The PS to Vice-Chancellor.
OOF.