



OSMANIA UNIVERSITY
HYDERABAD -500 007

Date: 02-07-2019

No : 1068 /D/ Acad-III/2019

To
All the Principals of Campus, Constituent &
Affiliated Colleges offering UG/PG courses
under the jurisdiction of Osmania University,
Hyderabad - 500007.

Sub: Osmania University - Readmission - 2019 - 2020 - Rules and Procedure -
Communicated - Reg.

- Ref: 1) This Officer Lr No. 192/stat/2007/Acad, dated. 05-03-2007
2) This Officer Lr No. 560/D/Acad-III/2012, dated. 19-05-2012
3) This Officer Lr No. 546/D/2014/Acad-III, dated. 30-05-2015
4) This Officer Lr No. 1158/D/Acad-III/2015, dated. 29-07-2015
5) This Officer Lr No. 895/D/Acad/2017, dated. 06-07-2017
6) This Officer Lr.No. 836/D/Acad/2018, dated. 27-06-2018

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Sir/Madam,

As you are aware that the university has been granting readmissions in the following cases:

1. Candidates who did not put in the required attendance in a semester/year of a course and thus detained.
2. Candidates who did not pass in the required number of papers and thus detained and got promoted
3. Candidates after completing a semester / year did not continue their studies in the next immediate semester / year on personal / health grounds but desired to continue their studies.
4. Candidates who, after completing a semester / year of the course but taken T.C. to join some other course and come back to continue the earlier course.
5. Candidates who did not register for the first semester exam due to any reason and have put in minimum 40 percent attendance in the semester are eligible to take readmission in next academic year .

In all the above cases, readmission is permissible provided they are within the stipulated periods as per University norms communicated from time to time (as per the guidelines of UGC stipulated period for completing the course is normal or minimum duration prescribed for the completion of the course + 2years w.e.f. 2016-2017 for all courses including diplomas.)

The University has introduced CBCS pattern with semester scheme in all the UG/PG courses in all the colleges under jurisdiction of Osmania University from the academic year 2016-2017.

The Candidates who were detained earlier under year wise scheme and seeking readmission / admission on transfer shall be admitted under semester scheme only. The students so admitted shall have to appear & pass compulsory papers of 1st year and papers which are not equivalent / not studied earlier under year wise scheme. All the Principals are requested to receive application for re-admission on or before the four weeks of commencement of classes and within one week shall submit the list of students re-admitted and the fee collected to the Academic Branch, OU, for approval. No application will be entertained after the last date.

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| a. Readmission Fee per candidate before the cut off date *
(i.e., *applications received within four weeks from the date of commencement of classes for semester system). | " | Rs 500/- |
| b. With late fee per candidate if received after the cut off date** | | |
| i. Within One week after the cutoff date | " | Rs 1000/- |
| ii. After one week and within two weeks from the cutoff date | " | Rs 1500/- |
| iii. After two weeks and within three weeks from the cutoff date | " | Rs 2000/- |
| iv. After three weeks and within four weeks from the cutoff date | " | Rs 2500/- |
| v. After four weeks and within eight weeks from the cutoff date | " | Rs 3500/- |
| vi. After one week and within two weeks from the cutoff date | " | Rs 5000/- |

(** readmissions made within four weeks from the date of commencement of classes for Semester System and within eight weeks in the case of year-wise system but applications received after the cutoff date).

The fee may be paid through Demand Draft to be drawn in favour of Registrar, Osmania University, from any nationalized Bank only.

As you are aware that the re-admission through online and it is mandatory for colleges to upload the readmission data through online applications only.

Therefore, you are requested to take applications from the eligible students for readmission within the stipulated time along with necessary fee and permit the students to attend the classes.

Yours faithfully,


ASSISTANT REGISTRAR
(Academic)

Copy to:

1. The Controller of Examinations, OU.
2. The Director, Directorate of Academic Audit, OU.
3. The Director, Infrastructure, OU with a request to place this on the University website.
4. The Officer on Special Duty to V.C., OU.
5. The Secretary to Vice-Chancellor, OU.
6. The P.A. to Registrar, OU.