



OSMANIA UNIVERSITY
HYDERABAD -500 007

No. MR-²⁰⁷/OU/2025/Acad-III

Date: 02.07.2025

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 – 2025 – 2026 – Rules and Procedure –
Communicated – Reg.

Ref: This officer Lrs Nos. 628 / Stat. / Acad. / 2025 dt 18 – 06 - 2025 &
629/Stat./Acad./2025 dt 31-05-2025.

-000 –

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.
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 periods for completion of the course is N + 2 years w.e.f. 2016-2017 for all courses including diplomas).

All the Principals are requested to receive applications from students for readmission within two weeks from the date of commencement of classes for each semester and forward the same along with transaction ID Copies to the Academic Branch, OU, for approval. No application will be entertained after the last date.

Readmission Fee per candidate before the cut off date *
(i.e., *applications received within two weeks from date of commencement of classes).

Rs.500/-

Late fee per candidate if received after the cut off date **

i. Within One week after the cutoff date	Rs.2000/-
ii. After one week and within two weeks from the cutoff date	Rs.3000/-
iii. After two weeks and within three weeks from the cutoff date	Rs.4000/-
iv. After three weeks and within four weeks from the cutoff date	Rs. 5000/-

(** Payment made within four weeks from the date of commencement of classes for each semester but applications received after the cutoff date).

The fee may be paid online in favour of Registrar, Osmania University as per the following details:

Online Details	
Name of the Bank	State Bank of India
Branch	Osmania University Hyderabad 500007
Account No.	52198269662
IFSC Code	SBIN0020071
Branch Code	20071
Micr No.	500002342

As you are aware that the re-admission through online is mandatory, all the colleges have to upload the readmission data through online and furnish a copy along with the applications for readmission.

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

Yours Faithfully,

DEPUTY 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 Secretary to VC, OU.
5. The P.A. to Registrar, OU.
6. The P.A. to OSD, OU.