



OSMANIA UNIVERSITY  
HYDERABAD -500 007 (T.S).

No. MR-<sup>254</sup>/34/2021/Adm.II-1

Dated: 10.08.2021

**MOST URGENT**

To  
All The Heads  
Department of..... *All the*.....

*Heads of Dept., O.U.*

Sub: OSMANIA UNIVERSITY – Preparation of **102<sup>nd</sup> Annual** Report of the University for the year **2020-2021 (i.e., 01.04.2020 to 31.03.2021)** - Information – called for - Regarding.

Ref: OU. Orders No. MR-237/34/2021/Adm.II-1, dated 16.07.2021

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Sir / Madam,

As per Section 22 of the Universities Act, the Executive Council prepares the Annual Report of the University for Consideration by the Academic Senate at its Annual Meeting.

**The 102<sup>nd</sup> Annual Report** for the period from **01.04.2020 to 31.03.2021** has to be prepared and submitted to the Academic Senate.

In view of the above, you are requested to kindly submit the information / data of your Office in the Proforma (**Format-B**). The proforma can be downloaded from the University Website [www.osmania.ac.in](http://www.osmania.ac.in).

The filled in Proforma (**Format-B**) shall be **sent through official email only** to [ou\\_annualreport@osmania.ac.in](mailto:ou_annualreport@osmania.ac.in), and also a hard copy to the undersigned on or before **28.08.2021**.

Please ensure that the information pertains to the period from **01.04.2020 to 31.03.2021 only**.

Yours faithfully,

✓ **JOINT REGISTRAR**  
(Adm. & Convener)

Copy to:

1. The P.A. to Vice-Chancellor, O.U.
2. The P.A. to Registrar, O.U.
3. The P.A. to Officer on Special Duty to Vice-Chancellor, O.U.



OSMANIA UNIVERSITY  
HYDERABAD -500 007 (T.S).

No. MR-<sup>253</sup>/34/2021/Adm.II-1

Dated: 10.08.2021

To  
The Incharge Head,  
Department of.....

**MOST URGENT**

*All the I.K. Heads of Dept.  
in constituent colleges, O.U.*

Sub: OSMANIA UNIVERSITY – Preparation of **102<sup>nd</sup> Annual Report** of the University for the year **2020-2021 (i.e., 01.04.2020 to 31.03.2021)** - Information – called for - Regarding.

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