



OSMANIA UNIVERSITY
HYDERABAD – 500 007

No. MR-797/DC/Acad-IV.2/2018

Date: 15-12-2018

To

All the Principals/Correspondents of Degree Colleges
under the Jurisdiction of Osmania University,

Sir/Madam,

Sub:- Osmania University – Affiliation – Applications for Shifting of Degree College premises, Change Of Managements, Conversion from Women to Co-Education or vice-versa and Change of name of Degree Colleges from the academic year 2019--20 – Guidelines communicated – Reg.

With reference to the subject cited, I am to inform you that the Managements of affiliated colleges offering U.G. Courses under the jurisdiction of Osmania University intending to apply for the shifting of the College premises/ Conversion from Women to Co-Education or vice-versa /Change of Management, Change of name of the college from the academic year 2019-20 shall have to apply in the prescribed form available in the Academic Branch, on submission of Demand Draft for Rs.1000/- in favour of Registrar, OU. The filled-in application form alongwith the required documents is to be submitted to the Registrar, OU on or before 31st December, 2018. The University shall scrutinize the proposal in accordance with the guidelines formulated by the TSCHE. The University shall conduct inspection and forward the Inspection Report with the specific recommendations alongwith the necessary documents to the Secretary, TSCHE.

The Managements/Colleges have to present two separate demand drafts (DDs) to the University alongwith the proposals.

- a) D.D. for Rs.5,000/- drawn in favour of Secretary, TSCHE, towards processing fee.
- b) D.D. for Rs.15,000/- in favour of Registrar, Osmania University towards inspection fee.

The following minimum eligibility has been fixed for making application.

- a) Five years of existence with continuous affiliation up-to-date for shifting of college from one rented building to another rented building.
- b) Three years of existence with continuous affiliation up-to-date for conversions.
- c) Five years of existence with continuous affiliation up-to-date for change of Managements.
- d) No time restriction is fixed to shift the college from rented building to own building.

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Change of Management and conversion shall be allowed only once. With respect to shifting of college from one rented building to another rented building a minimum of five years of running of the college is necessary.

The following area restrictions have been fixed with regard to shifting of colleges;

- a) Shifting of college from one District to another District is not allowed and shifting of college from Rural area to Urban area is prohibited.
- b) Shifting of college from own building to rented building is not allowed.

In case the Managements who are running UG and PG programmes in the same place and now propose to shift either of UG/PG block to a different location shall show UG and PG buildings as separate independent establishments, as per norms.

In case the Management shifts the College/effects conversions/change of Management without Government permission, the Management forfeits the opportunity to apply for new courses/combinations in UG and PG for two consecutive years and penalty will be levied as per norms of the University. The Management shall obtain necessary permission from the Government for unauthorized shifting/conversion/change of Management immediately duly processing the proposal through proper channel failing which penal action will be initiated against erring Management, which may end up with the disaffiliation of the college.

All the Managements of affiliated colleges offering U.G. Courses under the jurisdiction of Osmania University intending to apply for the shifting of the College premises/ Conversion from Women to Co-Education or vice-versa /Change of Management from the academic year 2019-20 are hereby informed that the above guidelines should be followed scrupulously. Further, the applications shall not be received after the cut-off date prescribed by the University.

Yours faithfully



REGISTRAR

Copy to:-

- 1) The Director, Directorate of Academic Audit, OU.
- 2) The PA to Registrar/ OSD to VC. OU.
- 3) The Secretary to Vice-Chancellor, OU.