



PALAMURU UNIVERSITY
MAHABUBNAGAR-509001
Academic Audit Cell

Lr.No. 495/A/Ac/PU/AAC/2017

Date: 18-12-2017

To
All the Principals of,
Campus, Constituent and affiliated Colleges,
Under the jurisdiction of Palamuru University,
Mahabubnagar.

Sub: Readmission – Rules and procedure – Communicated – Reg.
Ref: OU Lr. no. 895/R/Acad/2017.

Sir/Madam

As you are aware that the University has been granting re-admissions in the following cases.

1. Candidates who did not put up 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 (50% of total number of theory and practical papers) and thus detained.
3. Candidates after completion of a semester/year of the course and did not continue their studies in the next immediate semester/year due to health or personal grounds but desired to continue their studies after a short break.
4. Candidates who after completion of a semester/year of the course but taken T.C. to join another course and come back to continue the earlier course.

In all the above cases, readmission is permissible provided they are within the stipulated time (last date for readmission as per the almanac) and as per the University norms communicated time to time.

The University has introduced CBCS pattern with semester scheme in all the UG/PG courses under the jurisdiction of Palamuru University from the academic year 2016-17.

The candidates who were detained under year wise scheme and seeking readmission or admission on transfer shall be admitted under semester scheme only. The students so admitted shall have to appear and pass compulsory papers of 1st year and papers which are not equivalent/not studied earlier under year wise scheme.

Since I/II years are in semester scheme readmission into I/III semesters shall be made within four weeks from the commencement of classes.

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All the principals are requested to receive application for re-admission into Even semesters (II & IV) on or before 20th January 2018 and within one week, in the format given below, shall submit the list of students re-admitted and the fee collected to the academic branch, PU for approval. No application shall be entertained after the last date.

Format for submission of list of students for re-admission:

S.No.	Name of the student	Course of study	HT No/Roll no	DD no – date and amount	Remarks

The fee for re-admission within four weeks from the commencement of classes – Rs. 500/-

The fee may be paid **only through Demand Draft (not by any other method of payment)** to be drawn in favour of **Registrar, Palamuru University** from any nationalised bank only.

Therefor you are requested to take applications from the eligible students for re-admission within the stipulated time along with the necessary fee and permit the students to attend classes.

Sd/

REGISTRAR

Copy to:

1. The Controller of Examinations, PU
2. The Dean, Students affairs, PU
3. The Joint Directors, Academic audit Cell, PU
4. The Officer on Special Duty to VC, PU
5. The P.A to Registrar, PU.



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Guidelines for Promotion, Re-admission and Time for completion of a course

1. Attendance requirements:

- Candidate admitted to a particular course of study are required to pursue "**Regular course of Study**" before they are permitted to appear for the University Examinations.
- A "**Regular course of Study**" means putting in attendance of not less than 75% of the Theory and practicals in all papers (this provision will be enforced strictly). In special cases and for sufficient cause shown, the Vice Chancellor may, on the specific recommendations of the principal/Head of the department, condone the deficiency in attendance to the extent of 10% on medical grounds (subject to the production of medical certificate) and payment of 'Condonation fee' as prescribed by the University.
- Candidates who did not put the requisite attendance as above (points 1 and 2) will not be allowed to appear for the examination at the end of the semester.

2. Promotion Criteria:

S.No.	Promotion From	Conditions to be fulfilled
1	Semester I to II	Undergone " Regular course of Study " of semester I and registered* for the Semester-I Examination
2	Semester II to III	Undergone " Regular course of Study " of semester I & II and the number of backlogs, if any, of semester-I and II taken together, shall not exceed 50% of the total number of papers prescribed for semesters I & II.
3	Semester III to IV	Undergone " Regular course of Study " of semester III and registered for the Semester-I Examination

*REGISTRATION - Means obtaining a **Hall ticket** for the said examinations following prescribed procedures.

A student who has put not less than 40% of attendance in I-semester and not registered for the examination, can take readmission in the same semester without appearing for the entrance examination.

Readmission does not guarantee for a candidate to appear for examination. Again they have to undergo Regular course of study (75% of attendance)

- Time for completion of a course:** Double the duration of the course (for example for a course of two years, the maximum time for completion of that course is four years).

Sd/

REGISTRAR