

OSMANIA UNIVESITY HYDERABAD-500 007

No. 1603/H/2012-13/Acad.IV-1

Dated: 10 -11-2012

CIRCULAR

Sub:- Affiliated Colleges – MBA, MCA Courses – Approval of the Teaching Faculty up to the academic year 2012-13 - Regarding.

Ref:- 1. This Office Lrs.No.515 & 516/H/MBA/2012-13/Acad.IV-1, dated 9.5.2012

Ref:- 2. This Office Lrs.No.517 & 518/H/MCA/2012-13/Acad.IV-1, Dated 9.5.2012.

I am to inform you that vide references cited all the affiliated colleges offering MBA, MCA Courses were directed to fulfill the deficiencies/condition pointed out by the University Inspection Committee particularly with regard to appointment of faculty and submit the compliance report with all necessary documentary evidences for considering grant of extension of affiliation for the academic year 2012-13.

In view of above, all the affiliated colleges offering MBA, MCA Courses are directed to obtain the University approval for the faculty appointed through duly constituted selection committee up to the academic year 2012-13 for considering grant of extension of affiliation to offer MBA, MCA Courses, failing which affiliation orders will not be issued for the academic year 2012-13.

TOPMUM DEPUTY REGISTRAR (Academic)

Encl: (Format)

To The Secretary/Principals of all the affiliated Colleges offering MBA, MCA Courses. The following documents are required for approval of the University for the Post of Professor, Principal, Associate Professor, Lecturers.

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2.	List	of	faculty	in	the	following	format
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S.No.	Name of the Faculty	Date of selection/ appointment	Approval for the academic years	Amount
		2	From - To	(No. of years X amount)
	Massa Affiliated Co	ages - MEA, MCs	Courses – Approv	at of the Tea

- 3. Demand Draft @ Rs.1000/- for Professor and Principal per academic year drawn in favour of Registrar, Osmania University.
- 4. Demand Draft @ Rs.250/- for Associate Professors and Lecturers per academic year drawn in favour of Registrar, Osmania University.
- 5. Selection committee proceedings (Xerox copies)
- 6. Appointment Orders (Xerox copies)
- 7. Joining Duty Reports (Xerox copies)
- 8. Certificates (Xerox copies)
- 9. Xerox copies of attendance register of the faculty for the preceding three months for the existing faculty only Attested by the Principal or Secretary of the College

10.	Self	Declaration	of	the	Faculty	stating	that	he/she	working	in	the	College	e as
			from	the	date of	his/her	joinir	ng duty	i.e			_to till	date.
	Attes	ted by the by	the	Princ	cipal or S	ecretary	of the	College	è.				