



## JAWAHARLAL NEHRU TECHNOLOGICAL UNIVERSITY HYDERABAD

(Established by JNTU Act No. 30 of 2008)

Kukatpally, Hyderabad – 500 085, Telangana, India

### **PROCEDURE TO BE FOLLOWED FOR THE CHANGE OF UNIVERSITY AFFILIATION**

The Management of any College, which intends to change affiliation from JNTUH to other University, has to follow the **procedure** mentioned below:

- a) The Management has to submit the resolution of the BOG in the format given for change of affiliation with reasons (Format CUA1).
- b) Clear all dues pertaining to affiliation and common service fee, submit dues clearance certificate issued by the DE & DUAAC along with Application.
- c) The Management has to submit an affidavit for progressive closure of the courses affiliated to JNTUH and to pay the affiliation and common service fee in vogue for the existing students if any for the remaining period of their study as onetime payment prescribed by the JNTUH (Format CUA2).
- d) College has to give a Bank guarantee of Rs.10.00 Lakhs for smooth conduct of examinations to the existing students admitted under JNTUH for the remaining period of their course study.
- e) Affiliation inspections and monitoring of examinations by JNTUH will be carried out till the completion of the existing batches, for which an affidavit has to be submitted stating that the College will provide all necessary infrastructure facilities until the existing students pass out from the College.
- f) After the change of affiliation, the colleges can't seek re-affiliation to JNTUH again.
- g) A copy of NOC issued by the AICTE to be submitted before the commencement of forthcoming Academic year.
- h) The application for change of affiliation shall be considered by the standing committee for

affiliation (SCA) and appropriate resolutions will be passed there on depending upon the reasons for change of Affiliation and fulfillment of the requirements.

### **APPLICATION FORMAT FOR CHANGE OF UNIVERSITY AFFILIATION**

1. Name of the Institution:
2. Name of the Society& Regd No.:
3. Year of Establishment of the Institute:
4. Details of the University Affiliated Courses for the last 3 Academic Years.

**a. Academic Year: 2014-15**

S.No:	Program	Branch / Specialization	Sanctioned Intake	Actual Admissions
1.				
2.				
3.				

**b. Academic Year: 2015-16**

S.No:	Program	Branch / Specialization	Sanctioned Intake	Actual Admissions
1.				
2.				
3.				

**c. Academic Year: 2016-17**

S.No:	Program	Branch / Specialization	Sanctioned Intake	Actual Admissions
1.				
2.				
3.				

5. University from which the college seeks affiliation.
6. Date of BOG conducted:
7. Clearance certificate issued by DAAC: YES / NO      Date:
8. Clearance certificate issued by DE: YES / NO      Date:

Signature of the Chairman/Secretary

Name:

Designation:

Address with mobile & email:

Encls. : Copies of all above required documents to be enclosed

**FORMAT- CUA1**

**RESOLUTION FOR CHANGE IN NAME OF THE AFFILIATING UNIVERSITY/ BOARD OF THE INSTITUTION**

That the Trust/ Society vide its Executive meeting held on .....at ..... vide item no. ....  
have resolved that, <name of the Trust/ Society> shall apply to AICTE for change of Affiliating  
University/ Board from<present University/ Board> to <the new university/ Board> and allocate required  
funds for meeting the liabilities on account of such changes, also it is resolved that, < name of the Trust/  
Society/ Company> shall apply for NOC to the state government and to both the universities.

(Signature and name of Chairman/ Secretary of parent organization),

(Designation), (Name of the organization)

## FORMAT- CUA2

### UNDERTAKING BY THE MANAGEMENT FOR CHANGE OF AFFILIATING UNIVERSITY (on Rs.100 stamp paper)

Submitted to the Registrar, Jawaharlal Nehru Technological University Hyderabad by the college Management for the progressive closure of the Institution and change of Affiliating University w.e.f. the Academic Year \_\_\_\_\_

I, Smt. / Sri / Dr. \_\_\_\_\_ Chairperson / Secretary on behalf of the \_\_\_\_\_ Society sponsoring the Institution named \_\_\_\_\_ situated at \_\_\_\_\_ solemnly affirm as follows:

1. I / we undertake to provide all necessary infrastructure facilities, faculty, labs, Library, Class rooms, and equipment for the existing students until they pass out in the same institute/college, if the Institute gets change of affiliating University orders from govt. In case the Society fails to do this, the University may take any disciplinary action against the College and Society.
2. We are enclosing the following: a). The resolutions of Minutes of Governing Body Meeting with reasons for change of Affiliating University. b). The other prerequisite documents as in the guidelines.

Signature of the Chairperson / Secretary:

Mobile:

Name & Address:

E-mail Id: