



JAWAHARLAL NEHRU TECHNOLOGICAL UNIVERSITY HYDERABAD

(Established by JNTU Act, 2008)

Kukatpally, Hyderabad – 500 085, Telangana, India

CIRCULAR

Date: 30.12.2017

All the Colleges who wish to apply for No Objection Certificate (NOC) from the University for reduction of intake in courses / closure of courses / closure of programs / closure of college as the case may be, for the Academic Year 2018-19, to apply to AICTE are requested to submit the following documents latest by **17.01.2018**.

1. The request letter should consists of the following details:
 - a) NOC required for: reduction of intake in courses / closure of courses / closure of programs / closure of college (Tick the relevant and strike off others).

If opted for reduction in intake fillup the following format:

| SI No: | Title of the Course(s) | Current Intake | Intake after Reduction |
|--------|------------------------|----------------|------------------------|
| | | | |
| | | | |
| | | | |

- b) Details of DD for processing fee (refer fee details chart).
2. Management / Education Society Resolution for reduction of intake in courses / closure of courses / closure of programs / closure of college.
 3. Minutes of BOG indicating for reduction of intake in courses / closure of courses / closure of programs / closure of college.
 4. Undertaking on Rs.100/- stamp paper as per the format and specially indicating the Names of the Faculty involved for the existing course and the scheme for protecting their services as per the norms (Table-a). Also indicate the number of students on rolls in previous years and alternate arrangement made for their completion of the program (Table-b).
 5. NOC from the institution where redistribution is proposed for the students of the previous years and who are trailing due to failure as per the existing vacancies and additional 1% ceiling in case of closure of course / college.
 6. The Format should be strictly followed and no extension of time will be provided.

Encl: Format of Undertaking

**Sd/-
REGISTRAR**

UNDERTAKING BY THE MANAGEMENT IN CASE OF REDUCTION OF INTAKE / CLOSURE OF COURSE / PROGRAMME / COLLEGE/ ANY OTHER MATTER, REQUESTING UNIVERSITY NOC
UNDERTAKING (on Rs.100 stamp paper)
(Retain Paragraph(s) / Table(s) as applicable)

Submitted to the Registrar, Jawaharlal Nehru Technological University Hyderabad by the College Management for Closure of Course(s)/Program(s) or Institution for 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 (in case of Progressive Closure) / redistribute the students as per the detailed scheme in the table given below along with the NOC from the Institute to which students are redistributed (which may be approved by the University). In case the Society fails to do this, the University may take any disciplinary action against the College and Society.

2. I / We confirm for progressive closure/closure of the following course(s)/program(s) or the Institution from the Academic Year _____ and shall make provision for the rearrangement of the existing students / faculty.

3. We also confirm reduction in intake of the course(s)/program(s) as given in the table below.

4. We are enclosing the following: a). The Minutes of Governing Body Meeting with resolution for closure of the course(s)/program(s) or the Institution or reduction in intake. b). The Minutes of the Society / Trust Committee Meeting of the College with resolution for closure of the course(s)/program(s) or the Institution or reduction in intake. The details are as follows:

Table-a: Alternative arrangement for faculty members if opted for reduced intake or closure of course/program /college.

| Course(s) recommended for closure/reduction in intake | Total Number of students currently on rolls in this course | List of faculty associated with this course | * Details of Rearrangements of faculty |
|---|--|---|--|
| | | 1. 2. | |

* Note: Type-1: Adjusted with other related depts. of this College. Type-2: Terminated with 3 months notice / 3 months advance salary paid and terminated without notice.

Table-b: Alternative arrangement for students if opted for closure of course/program/college.

| Sl No: | Name of the Program like B.Tech, M.Tech, MBA etc. | Name of the course like Civil, CSE etc. | Existing students year-wise for the A.Y 2018-19 | | Name of the Institute from which NOC Obtained # |
|--------|---|---|--|-----------------|---|
| | | | Year of study | No. of students | |
| 1. | | | II year | | |
| | | | III year | | |
| | | | IV year | | |
| 2. | | | | | |
| 3. | | | | | |

Note: Re-arrangement of current students / students who were admitted in these courses in the previous years and who are trailing due to failures, etc. in the following table. Course requested for closure subject to the norms of available seats and fee structure.

Signature of the Chairperson / Secretary:

Mobile:

Name & Address:

E-mail Id:

FORM A-518

JNTUH FEE STRUCTURE FOR NOC FROM THE A.Y. 2018-19

| S.No | Nature of NOC fee | Amount ` |
|-------------|------------------------------------|---------------------|
| 1 | Closure of Courses(s) UG/PG (each) | Rs. 25,000/- |
| 2 | Closure of Colleges | Rs. 45,000/- |