



TELANGANA UNIVERSITY

DICHPALLY, NIZAMABAD – 503 322

(Established under the Act 28 of 2006. A.P.)

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Prof. M.Yadagiri

REGISTRAR

Lr.No.55/REG/TU/NZB/2025

Date: 04.02.2025

To

All the Principals / Secretaries / Correspondents of
Affiliated Colleges under the jurisdiction of Telangana University

Sir / Madam

Sub:- TU – REG - 2025 – Affiliated Colleges – Affiliation – Extension of Provisional Affiliation
for the Academic Year 2025-26 – Inviting applications – Notification Issued - Regarding.

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As per the subject cited, you are hereby informed that the Annual Inspection for UG / PG / MBA / MCA and B.Ed. Colleges is scheduled from **10.03.2025** onwards. The inspection committee will visit the colleges for physical verification of fulfillment of the conditions stipulated in the affiliation orders issued by the University from time to time to the respective colleges and also for grant of extension of provisional affiliation for the academic year 2025-26.

You are therefore, informed to make available the following documents / records in original along with one set of xerox copies and the filled in proforma for verification by the Inspection Committee for the Extension of Provisional Affiliation for the Academic Year 2025-26 is as follows.

1. Duly filled in application for the Extension of affiliation for the Academic Year 2025-26.
2. Inspection Fee for the year 2025-26 in the form of Voucher / Challan (D-Challan) drawn in favour of the Registrar Affiliation Account, Telangana University (Account No.31938794178).
3. To clear off all types of fee dues up to the Academic Year 2024-25.
4. Staff Approval / Renewal Order copies up to the Academic Year 2024-25.
5. Subject wise details of teaching staff i.e. name of the teacher, mode of appointment, date of appointment, experience at UG / PG level and contact number.
6. Subject wise details of Labs available with dimensions, facilities and amount spent in previous academic year for each subject lab equipments.
7. Three Governing Body Meeting reports of the Academic Year 2024-25.
8. Compliance Report forwarded by Governing Body Member.
9. Latest Affiliation orders issued for the Academic Year 2024-25.
10. Compliance Report for the conditions stipulated earlier.
11. Bye-laws of the Society (Whether the college is running by the same society as per the TGCHE orders, **if not**, permission obtained from the competent authority to be made available).
12. TGCHE / AICTE / NCTE orders for starting of the College.
13. Registered Lease Deed of the Building, if the College is housed in a rented building, (if housed in different buildings all the lease deeds to be made available) / sanctioned building construction plan.
14. Leased college building documents registered in the name of educational society with document no. and expiry date with lease deed registered for a period of 5 years. The document should contain, apart from other details, Survey No., Door No., Village, Town and Boundaries of the building, Floor wise carpet area and total carpet area.
15. Sketch plan of the land giving dimensions and details of Survey No. / Patta No., Name of the Place, District etc., as mentioned in the land document and certified by the concerned MRO.

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16. Original Encumbrance Certificate Latest issued after 04.02.2025 showing the land particulars.
17. Details of accommodation room wise, floor wise and details of accommodation allocated course wise.
18. Land Documents in the name of the Society.
19. Corpus fund in the joint account of Secretary / Correspondent of the Educational Society and the concerned Regional Joint Director of Collegiate Education for a period of 10 years and renewal after each term.
20. Minority status certificate if the college is a minority institution.
21. Whether any other college such as Junior college is functioning in the same premises, if yes details to be furnished along with permission letter from the competent authority.
22. Details of anti-ragging measures taken by the college and a report on any ragging cases, if any.
23. Library Accession Register - with details of No. books / No. of titles / No. of volumes available and latest books / journals added during previous academic year and the amount spent for strengthening library in the previous academic year.
24. Bills / Payment receipts for Library Books, Journals and other purchases including equipment, computers/ Licensed Soft ware.
25. Staff Attendance Register & Teaching Diaries.
26. Acquittance Register & Bank Statement of salaries paid to the faculty.
27. Student Attendance Registers.
28. Fire Safety Certificate / Sanitary Certificate from concerned Departments.

The last date for submission of duly filled-in applications (**after clearing all dues and furnishing required information**) and **Inspection Fee for the academic year 2025-26** to the Director, Directorate of Academic Audit, Telangana University is **20.02.2025**.

NOTE:- Inspection of colleges for the Academic Year 2025-26 Provisional Affiliation will not be conducted and the college name will not be send to DOST / PG / AICTE / NCTE Counseling and will not be permitted for admissions for the Academic Year 2025-26 unless the above mentioned documents / information is furnished.

Thanking you

Encl: Inspection Formats

Yours Sincerely



REGISTRAR

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Telangana University
Dichpally, Nizamabad.

Copy to:- 1. The P.S to Hon'ble Vice-Chancellor, TU
2. The Director, Directorate of Academic Audit, TU