

  
**OFFICE OF THE DEAN, ACADEMIC AUDIT**  
**KAKATIYA UNIVERSITY**  
**WARANGAL - 506 009**  
**(Telangana State)**

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**INSTRUCTIONS TO THE AFFILIATED COLLEGES:**

1. The managements should not collect excess fee other than prescribed. If it is found, stern action will be initiated leading to the cancellation of affiliation of the college.
2. While approaching for “**NO DUES**” the management should pay all the fee payable to the University including **OLD DUES**, if any. Otherwise the nominal rolls will not be accepted and **NO DUES** will not be given under any circumstances.
3. While coming for **NO DUES** at the O/o the Dean, Academic Audit, the management should submit a copy of the Affiliation Orders (latest) along with the application submitted to the Dean, CDC for the extension of affiliation (If not submitted at O/o the Dean, Academic Audit).
4. The managements should submit a copy of the Staff particulars working at their colleges with a clear indication of “Ratified/Not Ratified, Bank Account no., Aadhar no. passport size photo and Qualifications”. Along with the all the particulars of the staff in Soft and Hard copies (visit the University website for the particulars) **THIS IS MANDATORY.**
5. The colleges which have shifted unauthorizedly or Change of management without permission of the O/o the Dean Academic Audit, have to submit proposals for regularization with a penalty @ Rs.1,00,000/- in the form of Demand Draft drawn in favor of “The Registrar, Income Account, Kakatiya University”.

  
**DEAN**

**ACADEMIC AUDIT**