



OFFICE OF THE REGISTRAR
KAKATIYA UNIVERSITY
WARANGAL - 506 009

PROF. K. PURUSHOTHAM
REGISTRAR

No. 1667/B3/KU/2018

Date: 01-12-2018

The Principals of University
Constituent Colleges and affiliated Colleges
KAKATIYA UNIVERSITY

Sub: ANNUAL REPORT - 2017-2018 - Collection of Data - Regarding.

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Sir/ Madam,

I am sending herewith the proforma pertaining to the ANNUAL REPORT - 2017-2018 with a request to furnish the information of your College (Under-Graduate & Post-Graduate courses separately). The report should contain the events of your College for the period from 1st APRIL, 2017 to 31st MARCH, 2018.

Please see that the filled-in proforma in **hard & soft copy (CD or mail to academicbranchku@gmail.com)** should be sent to the Assistant Registrar, Academic Branch, Kakatiya University, Warangal by **31st December, 2018** in order to finalize the Annual Report and for placing it before the Executive Council and the Academic Senate for approval.

The same format is also available in the University web-site <https://kakatiya.ac.in>

This may be treated as **Most Urgent.**

Yours faithfully,

REGISTRAR

Encl: (as stated above)

Copy to:

- 1) The Dean, Academic Audit Cell, KU
- 2) The Chairman & Members of the Editorial Board for Annual Report, KU
- 3) The Secretary to Vice-Chancellor/ P.A. to Registrar, KU
- 4) The S.F.