



OFFICE OF THE REGISTRAR
KAKATIYA UNIVERSITY
WARANGAL - 506009

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No. 1523/B1/KU/2025

Date: 27 - 11 - 2025

KAKATIYA UNIVERSITY

Sub: ANNUAL REPORT - 2024-2025 - Collection of Data -
Regarding.

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Sir/ Madam,

Kindly arrange to send the information pertaining to your office with regard to the Annual Report 2024-2025 for the period from 1st April 2024 to 31st March 2025 and also the photographs of the important events/occasions occurred in your office during the said period for inclusion in the Annual Report.

Further, I also request to furnish the information on the following as mentioned below:

- i) Brief Report, set up, aims and major achievements
- ii) Measures taken to improve the effectiveness of the office.
- iii) Milestones in the office from the inception in chronology order
- iv) Activities carried out.
- v) Infrastructure facilities available.
- vi) A few Photographs on the important events of your institution
- vii) Further projections.

Please see that the information should be sent to the Assistant Registrar, Academic Branch, Kakatiya University, Warangal by 30th December 2025, in order to finalize the Annual Report and for placing it before the Executive Council and the Academic Senate for approval.

This may be treated as Most Urgent.

Yours faithfully,

REGISTRAR

Copy to:

- 1) The Secretary to Vice-Chancellor/ P.A. to Registrar, KU
- 2) The I/c Director, Net working's Website, KU for necessary action
- 3) The S.F.