

**Prof. V. Ramchandram**  
**Registrar**



**KAKATIYA UNIVERSITY**  
**Vidyaranyaपुरi**  
**WARANGAL - 506 009**

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No. **1760** /B2/KU/2025

Date: **22** /12/2025

To

1. All the principals of University /Affiliated (Govt./Aided/Un-aided) Colleges offering various UG and PG (Professional & Non-Professional) Courses, KU
2. The Director, SDLCE, KU

**Sub:- RE-ADMISSIONS into UG & PG (Professional & Non-Professional)**  
**Courses for the academic year 2025-2026 - Regarding.**

**Ref:- KU Circular No. 802 /B3/KU/2025 dated: 16 /06/2025**

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Sir/Madam,

With reference to the KU Circular cited, I am to inform you that all the Principals of the University and Affiliated College of Kakatiya University to forward the prescribed application forms of the students who were seeking readmission into II, IV & VI Semesters of your college for the academic year 2025-2026.

Therefore, I am desired by the Vice-Chancellor to inform you that any deviation in implementing the readmission/promotion norms of the course at your college will be viewed seriously and imposed penal action against the colleges as per the norms. You are hereby informed to adhere the following norms for implementation scrupulously for the academic year 2025-2026:

1. Re-Admissions will be given well in advance on or before commencing classes of the Semester only. No application should be forwarded after a lapse of 15 days from the date of commencement of classes.
2. The Candidates who are detained in any semester for want of attendance or appearing exam / clearing no of backlogs as the case may be needs to fulfill the conditions first and after getting promotion only will be accorded readmission in the succeeding academic years as per the eligibility.
3. Readmission rules and course wise promotion rules are kept in KU Website for ready reference and for strict implementation.

**READMISSIONS LAST DATE :**

- I. UG Courses II/IV/VI Semesters : 20/01/2026
  - II. P.G AND OTHER COURSES : AS PER THE ALMANACS
- i) Processing Fee: Rs. 2000/- to be paid through SBI E Pay / NEFT / RTGS / Google Pay / Phone Pay only.
  - ii) **Payment-Account Details:** State Bank of India, KU Branch, Account No. 52026911837, Registrar, Income Account. IFSC: SBIN0020262.

Prescribed Application Forms may be downloaded from KU Website: **www.kakatiya.ac.in** and duly filled in forms along with necessary enclosures have to be submitted at the Academic Branch, Kakatiya University, Hanumakonda well in advance on or before commencement of Class Work or within the above prescribed date.

Any Student re-admitted without obtaining prior approval of the University will not be permitted for the University Examinations under any circumstances, and the Colleges be penalized for violation of rules. No Application shall be entertained beyond the last date. The University reserves the right to cancel the re-admission got in deviation of norms at any stage.

Yours faithfully,



**REGISTRAR**

**Copy to:-**

- 1) The Dean, College Development Council/ Academic Audit, KU.
- 2) The Controller of Examinations, KU.
- 3) The Director, University Website, KU, with a request to place all the relevant documents on University Website.
- 4) The Public Relations Officer, KU, with a request to issue Press Note accordingly.
- 5) The Secretary to the Vice-Chancellor, KU.
- 6) The PA to the Registrar, KU.
- 7) The Stack File.





**KAKATIYA UNIVERSITY**  
WARANGAL-506 009 TELANGANA

**APPLICATION-FORM FOR RE-ADMISSION INTO UG & PG COURSES  
FOR THE ACADEMIC YEAR 2025-26**

Name of the Student <i>(in Capital Letters)</i>	
Father's Name	
Residential Address for Correspondence	
Mobile Number	
e-mail ID	
Course with Optional Subjects & Medium	
Hall-Ticket Number	
Name of the College with Address	
Re-Admission sought into the Semester/Year	
Date & Academic Year of first admission into the Course	
Date & Academic Year of Discontinuation of the Course	
Reason for Discontinuation of the Course	
Particulars of the Fee paid by the Student	Amount of Rs. Receipt / Ref. No. Date Through : SBI Epay/NEFT/RTGC/Google Pay

Signature of the Student

**Recommendations of the Principal of the College concerned**

Date of Commencement of Classes for the Semester/Year in which student seeking re-admission	
Whether student <u>ELIGIBLE</u> for Re-Admission into the Semester/Year to be re-admitted as per eligibility criteria	
Whether student <u>RECOMMENDED</u> to the Semester/Year to be re-admitted	

Signature of the Principal with Seal

**For Office use only**

Candidate is Eligible / Not Eligible / Application kept in abeyance due to the following reasons:

- 1) Not enclosed the relevant documents
- 2) Not promoted to higher-Semester/Year of Study
- 3) Not having the required attendance
- 4) Not paid the requisite processing fee.

Section I/c                      Superintendent                      Asst. Registrar                      REGISTRAR

## **GUIDELINES FOR SEEKING READMISSION TO CONTINUE THE COURSES**

1. The candidates who were detained for not putting up required percentage of attendance in a particular semester (i.e., 75% or 65% as the case may be) is however eligible to seek admission in the same Semester provided he has at least 40% (50% in case of Professional Courses) attendance in each paper.
2. Such candidates are eligible for readmission only for one time. It cannot be given again.
3. The candidate have to not only put 75% of attendance and register for examination for each semester but also to appear for at least 1 paper in each Semester for promotion to the next Semester.
4. The candidate who have put up required % of attendance and applied for the examinations but not appeared for any of the papers is however eligible to seek readmission in that Semester for want of appearing the examinations in the same Semester and to continue the Course within time frame.
5. **All the candidates have to apply for readmission well in advance i.e., before commencement of the semesters in which they wish to seek readmission.**
6. While forwarding the applications of such candidates, it is to be noted on the application the following particulars for consideration subject to the above norms.
  - i. Particulars of attendance of the candidate in each paper duly signed by the teachers concerned and attend by the Principal the College as the case may require.
  - ii. If the results of a Semester are not declared by the time of seeking readmission. The Principal has to certify whether the candidate appeared any of the papers in that Semester from the eligible for promotion to next semester/insist the candidate to get the certification from the Centre of Examination.
  - iii. Ascertaining of enclosures of attendance statement, memo of marks or certification of attending, single paper and T.C. etc.,
7. The penalty shall be imposed against the colleges in the following instances
  - i. If detained/discontinued candidates are permitted to continue the Course without prior approval of the University.
  - ii. If there is considerable delay in forwarding the application of readmission i.e., in the middle of the Semesters by permitting the candidate to attend the classes.
  - iii. If application of any detained/discontinued candidate is forwarded for university examinations without readmission/permission from the University.