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**JAWAHARLAL NEHRU TECHNOLOGICAL UNIVERSITY HYDERABAD**

*(Established by JNTUH Act No. 30 of 2008)*

Kukatpally, Hyderabad – 500 085, Telangana (India)

**Dr. N.YADIAIAH**

***B.E(OUCE), M.Tech.(IITKGP), Ph.D (JNTU)***

***SMIEEE, FIE, FIETE, MSSI, MSITE.***

**Professor of EEE &**

**REGISTRAR**

**Proc.No.2/2017/JNTUH/Exams/2017-18, Dt.- 02/11/2017.**

Sir,

Sub: JNTU, Hyd.–Exam Branch– Submission of details of admissions to MBA/MCA during 2017-18 academic year - Reg.

Ref: 1. G.O. Ms No. 77 of Higher Education (EC2) Department, dt. 13/08/2010.

2. Note file orders of Registrar dt. 03 -11-2017.

The Principals of the affiliated colleges are requested to take note of the following.

As per reference first cited the private unaided MBA and MCA colleges are permitted to collect the following fees from the students admitted during 2017-18 academic year.

- (i) Rs.500/- has to be paid (as onetime payment) per student during the year of admission towards Recognition fee to JNTUH. This fee is onetime fee
- (ii) Rs 1500/- per annum per student has to be paid during the course towards Common Services Fee for the services rendered by the University to the colleges, for all years of course of study including first year.
- (iii) The Principals of the affiliated colleges are also requested to get the lists of admitted students verified by the Admission Section of JNTUH for the Academic Year 2017-18 and submit the same to the clearance section, Examination Branch JNTUH.

In view of the above, the colleges are required to remit an amount of Rs. 2000/- (Rs 500 towards Recognition fee + Rs 1500/- towards Common services rendered by the University) per candidate admitted at the time of entry. The requisite fee is to be paid in the form of a D.D. drawn on any Nationalized Bank in favour of “The Registrar, JNTUH”, payable at Hyderabad.

**Clearance of admission of the candidates is subject to the payment as per the details given above.**

As per item No. (ii) mentioned above Rs 1500/- per annum per candidate admitted shall be remitted to the University by the College during the remaining years of Course.

You are requested to produce the following certificate / records for issue of clearance for the candidates admitted at your institution in MBA / MCA during the academic year 2017-18.

1. Two sets of photocopies of the following documents should be submitted at JNTUH, exam branch (**Original to be shown as proof**).
  - (i) AICTE approval for the academic year 2017-18.
  - (ii) JNTUH affiliation for the academic year 2017-18.
  - (iii) List of candidates admitted under Minority Quota (if applicable) approved by the Convener – ICET-2017 and secretary TSCHE.
  - (iv) List of candidates admitted through spot admissions and approved by TSCHE.
  - (v) List of candidates admitted in to management quota and approved by TSCHE.

You are requested to enter legibly the Roll No. Cum Hall Ticket Number (10digits) allotted as per the JNT University Hyderabad guidelines against each candidate on these two sets of Photocopies. It is also requested that each page of these two sets of photocopies of the approved lists should be signed by the Principal and Secretary of the Management duly affixing their seals.

2. You are requested to submit two sets of hard copies of students particulars in the following formats.
  - (i) Name of the College & Code No.-----
  - (ii) Branch -----

Tabular Column – I

S.No	Ten digits H.T.No. (as per JNTUH norms)	Name of the student	Category under which the student is admitted Convener /Minority/Spot

Tabular Column – II

Name of the Branch	Total No. of Students admitted under			Total
	Convener Quota	Spot Admission	Minority Management	

The schedule of dates for submission is furnished below. The Principals are requested to follow the schedule scrupulously and submit the lists to Examination Branch, JNTUH, Kukatpally, Hyderabad - 85 and obtain the Clearance Certificates. **No change of date will be entertained.** For any clarification in this regard may obtained from **Dr. B. Ravindra Reddy, Additional Controller of Examinations (Academic) Cell: 8008103825.**

**Note: A' Nil' report should be submitted if no student is admitted MBA/MCA First year during 2016-17 academic year.**

**MBA / MCA I<sup>st</sup> Year 2017-18**

S.No	Date	Time	College Code
01	<b>08.11.2017</b> <b>Wednesday</b>	10.30 AM	EK, DN, 79, H1, N1, T8, PP, PQ, C1, 5R, W8, PR, 62, QT, QU, RA, BE, B4, BT, UU, S5
			QA, AQ, Q9, H5, R0, QC, B8, HD, QM, 5D, QN, J3, RC, M2, RF, G7, E3, R2, UH, QE, U6
		2.00 PM	D9, M9, W7, 84, U7, TG, Q8, C3, AN, M1, E1, PU, GE, 82, 59, N3, J6, RN, N6, N9, R1, QF
			QH, E5, D3, 95, QJ, P8, BA, 36, C4, 67, J2, N4, QK, 27, RJ, J5, RM, RP, RQ, UJ, 9G, AU, 24
02	<b>09.11.2017</b> <b>Thursday</b>	10.30 AM	TD, M3, E0, 5F, 66, R3, J8, 21, RK, L7, TE, K0, 61, R4, J7, C6, 86, R5, 58, H6, 7N, L5, B6
			K3, M5, X3, GM, K4, W4, TM, C5, U1, TN, M8, U8, B7, S3, N8, N0, TR, E4, 9K, 7P, X0, 5C
		2.00 PM	C8, 31, X6, D4, X7, 93, TQ, C2, K9, UD, UE, L0, UG, 5A, 7Y, 7Z, 9M, 7R, 9J, 9P, 8A, N2, 87
			UA, 7B, 14, P7, W0, M6, UC, R9, X8, 57, D2, E6, R7, 64, B9, 9L, TK, D0, 7W, 9R, WC, C0
03	<b>10.11.2017</b> <b>Friday</b>	10.30 AM	9T, 8G, 8H, GF, VZ, 9X, 9Y, 9Z, 8N, 1R, UW, UX, UY, VN, VP, 1Q, 8C, 2C, VQ, J9, BH
			WD, WE, VC, 2E, VU, WF, 5U, 40, VX, 8E, 9U, 9N, W9, UK, S4, UM, UN, 88, E7, BK
		2.00 PM	32, U3, RH, J4, VW, TA, TC, 60, K8, RG, QP, TP, S1, K7, 91, E2, D5, UZ, VB, VA, TF, TJ
			89, UP, UQ, P6, 29, BR, UR, UT, QG, 83, U0, J1, C9, 08, U5, N7, C7, TT, TU, QD, TH, D6
04	<b>13.11.2017</b> <b>Monday</b>	All remaining Colleges affiliated to JNTUH which are not listed above and offering 1 <sup>st</sup> Year MBA/MCA during the academic year 2017-18.	

**REGISTRAR**

To  
The Principals of Affiliated MBA Colleges  
The Principals of Affiliated MCA Colleges