UNIVERSITY OF HYDERABAD
(Academic Section)

APPLICATION FOR GRANT OF RE-ADMISSION TO _____ SEMESTER DURING THE ACADEMIC YEAR _____

1. Name of the Student :
2. Registration Number :
3. Course & Subject :
4. Date, month, year of admission :
5. i) Details of course/s of semester already passed

	Course No.	Title of the Course
1.		
2.		
3.		

   ii) State whether you are interested in retaining the result of these courses (Option once exercised will be final)

6. Details of the courses to be studied during Re-admission to the semester:

	Course No.	Title of the Course
1.		
2.		
3.		

7. Reason for re-admission :
8. Tuition fee paid up to :
9. Whether staying in the hostel : **YES / NO**
   If yes, give the following details

   a) Name of the Hostel _____ Room No. _____

   b) Hostel dues paid up to _____ (Month / Year)

SIGNATURE OF THE STUDENT

Date: Name:

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Dues certificate by the Chief Warden/Student Section (F&A)

Certified that no dues are outstanding in the name of the student.

Chief Warden **Section Officer, Students' Section**

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Specific Recommendation of the HoD on the present request of the Student

Orders of the Dean of the School

Head of the Department
Date:

Dean of the School
Date:

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Note: Please see overleaf for the rules concerning re-admission to the student.

Rules concerning Re-admission:

1. The re-admission request of first semester students have not been attended a single class nor informed the school /Dept./Centre concerned, of his/her absence need not be entertained and they may be rejected at School/Dept./Centre level.
2. A minimum requirement of 25% attendance shall be insisted upon for considering the re-admission requests of 1st semester students. The requests of students having less than 25 attendance **need not be considered** and shall be rejected by the School/Department/Centre.
3. Requests of students for granting re-admission to 1st semester, whose names have earlier be removed from the rolls of the University for various reason (viz., non-submission of qualifying degree within the stipulated date, unauthorized absence for more than 10 days as per evaluation regulation, etc.) should not be accepted and forwarded by Schools/departments/ under any circumstances.
4. Re-admission requests on Medical grounds should be supported with proper medical and fitness certificate duly issued by the Competent Medical authority (Not below the rank of Asst. Civil Surgeon) and also, such a certificate be obtained from the location where treatment was taken.
5. The student who are not promoted to the next semester of the course, should seek re-admission before the commencement of the classes for the concerned semester or within four weeks of the commencement of the semester, if they are appearing in the supplementary examinations.
6. The student granted re-admission to a particular semester are given option either to undergo instruction for all the courses of the concerned semester or to undergo instruction in only such course in which they have failed, on the condition that option once exercised will be binding on the student.
7. **The students seeking re-admission should pay tuition fee, etc. continuously from the date of admission to the course including idle semester (if any) and he/she has to pay Re-admission fee Rs. 200/-.**
8. The Deans of the Schools are authorized by the Vice-Chancellor to approve re-admissions of the students of their respective Schools, on the recommendations of the Head of the Department/Centre concerned up to two semesters beyond the normal duration of the course. However, formal order of re-admission will be issued by the Academic Section.

These regulations/rules shall come into force with effect from the academic year 2016-17.

NOTE: This application can be used by the students seeking re-admission to Integrated /Post- graduate, P.G. Diploma courses.