No. KTU/ASST(ACADEMIC)/2025/2018   Dated:17.09.2021

NOTIFICATION

Sub: College Transfer for S3 B.Tech - 2021-22 - Notification issued - Reg.

The schedule and norms for College transfer for B.Tech (S3 only) in accordance with B.Tech 2019 Regulations, during the Academic year 2021-22, is notified herewith.

Activity	Start Date	End Date	Remarks
Submission of application by students directly to the Present College.	27thSeptember2021	4th October 2021	Apply directly to the College, Follow the Procedure given along with the norms
Recommendation of application by the Principal of the Present College.	5th October 2021	7th October 2021	
Submission of application to the Opted College	8th October 2021	13th October 2021	
Recommendation of application by the Principal of the Opted college.	18th October 2021	20th October 2021	
Relieving from the present College and Joining in the Opted College.	21th October 2021	26th October 2021	
Last date for remitting the fees to the University.		30th October 2021	
Last date for uploading the details on KTU portal for approval from the University (By the College).		12th November 2021	

Norms for Inter College Transfer (B.Tech)

1. Inter college transfer shall be applicable only for regular B. Tech students.
2. The transfer shall be permitted just before the commencement of third semester.
3. The transfer shall be with effect from the first working day of the third semester.
4. The transfer shall be only within the sanctioned strength of the receiving college.
5. The following Category of students shall not be eligible for inter college transfer
    1. **Govt. of India Nominee.**
    2. **Management Quota in Aided colleges.**
    3. **Management Quota in private Self Financing Colleges**
    4. **Students admitted under NRI/PIO quota.**
    5. **Lateral Entry students.**
    6. **Students admitted under TFW Scheme.**
    7. **Students admitted in any supernumerary seats.**
    8. **Any other category which are ineligible as per the conditions for admission prescribed by Govt. of Kerala/Govt. of India.**
6. **The transfer shall be permitted:**
    1. **Between Govt/ Govt. Aided Colleges.**
    2. **Between Self – Financing Colleges. (Including Govt. Controlled SFC).**
7. Notification inviting application for inter college transfer shall be issued by the University just before the commencement of the third semester and transfer will be permitted based on the schedule notified herewith.
8. The candidate should fulfill the academic eligibility requirement for promotion to the third semester.
9. If the number of applicants is more than the vacant seats available, the transfer may be based on the Kerala Engineering Entrance Rank.
10. The students shall opt only one college for inter college transfer.
11. The selected candidates shall remit a fee of Rs 3000/- (No fee for SC/ST students) within the stipulated date to the University. However, this rule is not applicable to the students transferred to other institutes under "Shift College" University order.
12. The College transfer once approved by the receiving college will be final and binding on the applicant. No student will be permitted, under any circumstances, to refuse the change of college once offered.

Procedure for College Transfer

(Student seeks a transfer from College A to College B)

Step 1: Submit a request for transfer to the Principal where he/she is presently studying (College A)

Step 2: The principal of college A may or may not recommend the transfer. Once recommended, the recommendation cannot be reversed and hence the Principal of college A has to relieve the student, if the student gets the transfer to college B.

Step 3: The Principal of college B shall publish the number of students that can be admitted based on the availability of vacant seats and based on the norms published

by the University.

Step 4: Principal A relieves the student if he/she is selected by college B with necessary entries in the KTU portal.

Step 5: Principal B admits the student in College B with necessary entries in the KTU portal.

Step 6: Student remits the fee to the University.

The Principals of all the affiliated colleges are requested to take utmost caution in uploading the requests for college transfer in the University portal strictly adhering to the provisions envisaged in the B.Tech 2019 regulations regarding the same.

Dr. Sadiq A.

Dean (Academic)

* This is a computer system (Digital File) generated letter. Hence there is no need for a physical signature.