



APJ ABDUL KALAM TECHNOLOGICAL UNIVERSITY

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No. KTU/ASST(ACADEMIC)/2025/2018

Dated: 04.06.2020

CIRCULAR

Sub:- APJAKTU - Academic - College Transfer - Dates Rescheduled - Directions
issued to Principals - Intimated - Reg

- Ref :- 1. Notification of even number dated 18.05.2020.
2. Notification of even number dated 25.05.2020.

Attention is invited to the Notifications cited in connection with scheduling of College Transfer for odd semester 2020-21. Numerous complaints are being received in the University from students and parents, citing their inability to get the transfer applications physically signed by the Principals of concerned Institutions.

Accordingly vide circular referred (2) it was intimated that the dates mentioned in the Notification are flexible. But still lot of complaints are being received from students and parents expressing their difficulties to appear at colleges in person on account of restrictions in inter state / district travel.

In the above circumstances the schedule of college transfer has been modified as noted below. There will be no change in the schedule for Readmission.

Also considering the restrictions imposed on account of COVID and to redress the grievances of students and parents, it is also informed that the **Principals may also receive the application for transfer from the registered email id of the student and Institution.** The application physically signed and College seal affixed shall be scanned and send by email to the opted College also . **The Principals are requested to ensure the genuineness of the applications received through email** by contacting the students over the phone numbers registered by them. **Also communication between institutions shall be done only through the official email id provided by the university** and communications from other email ids shall not be considered. The Principal of the opted College shall direct the student to produce the hard copies immediately upon waiving the travel restrictions.



INTER COLLEGE TRANSFER REVISED SCHEDULE 2020-21			
ODD SEMESTER (S3 / S5) B.Tech (Applicable for all Admissions)			
Activity	Start Date	End Date	Remarks
Submission of application by students directly to the Present College.	-	25 th June 2020	Apply directly to College Pls see the norms issued in Notification Dated 18.05.2020 and directions issued in this Circular
Recommendation of application by the Principal of the Present College.	-	2 nd July 2020	- - -
Submission of application to the Opted College	-	6 th July 2020	- - -
Recommendation of application by the Principal of the Opted college.	7 th July 2020	10 th July 2020	- - -
Relieving from the present College and Joining in the Opted College.	- - -	- - -	Dates shall be notified later, upon completing the academic activities of Even semester of the academic year 2019-20
Last date for remitting the fees to the University.	- - -	- - -	
Last date for uploading the details on KTU portal for approval from the University (By the College).	- - -	- - -	

Bijukumar R *
Director(Academic)

To

The Principals of all Colleges



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

