

**GOVERNMENT OF ANDHRA PRADESH
DEPARTMENT OF TECHNICAL EDUCATION**

Lr.No.EHE - E02 - 17031/4/2019 - A - CTE

Dated:1.04.2019

From

Sri G.S Panda Das, I.A.S.,
Special Commissioner of Technical
Education,
1st& 2nd floors, ANR Towers,
Jammichettu street,
Prasadampadu,
Vijayawada, A.P-521108.

To

The Registrars of
1. JNTU, Kakinada
2. JNTU, Ananthapur
3. AcharyaNagarjuna University, Guntur
4. Andhra University, Visakhapatnam
5. S.V. University, Tirupathi
6. Sri Krishnadevararya University,
Ananthapur
7. Yogi Vemana University, Kadapa
8. Sri PadmavathiMahila
swavidyalayam, Tirupati.

Sir/Madam,

Sub: TECHNICAL EDUCATION - Transfer of students from one
Engineering/Pharmacy/Architecture/ MBA/ MCA/
Pharma.DProfessional Institution to another Professional Institution for
the academic year 2019-20 - Reg.

Ref: 1.G.O.Ms No.122, Higher Education (EC.2) Dept, dated 01.09.2005.
2.G.O.Ms. No: 66 Higher Education (EC.2) Dept, dated: 15.05.2008
3.G.O.Ms. No: 03 Higher Education (EC.2) Dept, dated:06.01.2011

With reference to the Student's transfers from one Engineering/Pharmacy/
Architecture/ MBA/ MCA College to another college within the same University for
the academic year 2019-20, the Registrars of the Universities are requested to
communicate and instruct the principals of their affiliated professional Institutions to
follow the below schedule scrupulously.

Date of Commencement of receiving applications for same University transfers	01.04.2019
Last date for receiving of applications for transfer	14.06.2019
Issue of transfer orders for eligible students	Orders shall be placed in the www.dteap.nic.in website under notifications with title student transfer of professional colleges.
Documents to be submitted	1. Representation of the applicant with postal address and contact Number, 2. Medical certificate from civil Assistant surgeon (original) 3. No Objection certificates from both the colleges in the format in original. 4. An undertaking duly signed by student, Parent and Principal that the student will leave the college to studying, only after receiving the transfer orders and till such time the student will be continued in the same college.
Reasons for Transfer requested	Medical grounds / transfer of parents serving in State/Central Govt./Private Firm
Reasons for rejection of applications	Incomplete applications, Over and above the ceiling limit of 1% of sanctioned intake, Unsigned / unauthorized NOCs, NOCs issued before commencement and last Date, Submission of application after last date.

The Registrars of the affiliating Universities are requested to instruct the Principals of their affiliated colleges to guide the students in terms of G.O. ref 1st cited and also not to issue NOCs after the cutoff dates to the students seeking transfers from one college to another college.

Further, the Registrars of the affiliating Universities are also requested to instruct the Principals of their affiliated colleges to effect the transfers of students only after receiving the transfer orders from the competent authority as the aspirant students are facing much hardships by shifting themselves to the new colleges without Government Orders. They may also be informed not to issue Transfer Certificate (T.C) till the transfers are effected. Issuing of NOC by the Principal's does not confer the transfer of students to the new College.

- Encl : 1) G.O's reference 1 to 3 cited,
2) Blank format of NOC.
3) A Letter of Under Taking
4) Guide Lines for Student's Transfer.

Yours faithfully

Sd/-G.S.Panda Das
SPL COMMISSIONER

Copy to the Principals of all Private Un-Aided
Engineering/Pharmacy/Architecture/MBA/MCA/ Pharma.Dcolleges in the State

Ramcharan Z 01/04/19
For SPL COMMISSIONER
12
01.04.19.

Guidelines as per G.O.Ns.No:122 Higher Education (EC.2) Department,dated 01.09.2005.:

- Power of transfer of students from one Engineering/Pharmacy/Architecture College to another college at 2nd,3rd and 4th year be delegated to the Director of Technical Education, A.P., Vijayawada to avoid delay and hardship to the students with certain modification to the existing guidelines.
- No transfers shall be permitted from one University College to another University college.
- Transfer from Private Engineering College to a University College in any region shall not be permitted, because the University colleges if opted by the students not only causes practical problems, but also creates an imbalance in the homogeneity of the learners group.
- Transfer to Regional Engineering Colleges (NITS) shall not be permitted, as the Institutions are exclusive in nature.
- The transfers may be permitted from one affiliated College to another or from a University college to a private (affiliated) college within the same university at the 2nd year stage on production of NOCs from both the colleges.
- No transfer can be permitted from one University affiliated private college to another University affiliated private college as all the Universities in the State are not following uniform syllabus and uniform system of examination.
- The total transfers including III & IV year if any should not exceed more than 1% of the total strength of the first year of the college.
- Transfers at III and IV year can be considered under extreme hardship conditions on a case by case, consideration.
- The transferee College may be permitted to fill up the unfilled seats of the previous year by transfer from the colleges affiliated to the same University on production of NOCs form both the colleges.
- The students should be willing to pay the remaining fee for the entire four -year - course both to the institution being relinquished and also to the institution to which the transfer is sought for incase of obtaining the NOCs.
- The transfer should be only in that branch of Engineering in which the student was studying in the college from where the transfer is sought.
- Bulk Transfers are not permitted unless there is a closure of Institution.
- The applications received from 1st of April of every year till the last date of the month in which examinations are completed at 1st /2nd /3rd year levels shall only be considered and the DTE shall dispose of all the requests received, before commencement of the 2nd /3rd /4th year as the case may be so that the students seeking transfers will not be put to hardship of falling short of attendance for considering transfer applications of students of B.Tech./B.Pharm./B. Arch./Pharma.D/MCA/MBA, Courses in the State

Sd/-G.S.Panda Das
SPL COMMISSIONER

Ramcharan 01/04/19.
For SPL COMMISSIONER

12/
01.04.19

Date:

NO OBJECTION CERTIFICATE

(Format of NOC to be issued by the Principals of Colleges in respect of students seeking transfer for the academic year 2019-20)

1. Name of the Candidate :
2. Father's Name :
3. Pin No./Roll No :
4. Year of Admission :
5. Branch :
6. Class, Year & Semester; the candidate studied during the academic year 2018-19 :
7. Details of discontinuation, if any :
8. The College with address **from** which the student is seeking transfer now & name of Affiliating University :
9. The College with address **to** which the student is seeking transfer now & name of Affiliating University :
10. Class, Year & Semester; the candidate seeking transfer during the academic year 2019-20 :
11. Date & month of last examination conducted by University for the academic year (I,II,III year) as the case may be :
12. Total sanctioned intake in Iyear for the academic year 2018-19 :
13. No of unfilled seats under Convener qouta and Management quota in Iyear for the academic year 2018-19. :
14. The serial no. of NOC issued by the college to which the transfer is sought :
15. Whether the NOC issued against 1% ceiling limit or Unfilled vacancy? :
16. Whether the University issued the NOC (Y/N) :
17. Whether the candidate was admitted in Convener/ Management quota :
18. Annual tuition fee paid by the candidate & Amount due from him in case transfer is effected :
19. Annual tuition fee Chargeable at the New Institution :
20. Reasons for transfer :

Signature of the Principal with Seal

Undertaking letter to be submitted by the student and parent in respect of student transfer from one affiliated college to another affiliated college for the Academic year 2019-20

I, _____ son/Daughter of _____ studied I/II/III year Level _____ Semester of B.Tech/B.Arch/MBA/MCA/Pharma.D at _____ (college studying) have applied for transfer to _____ (college seeking transfer) for the Academic year 2019-20. I state that, I, myself studied the transfer Guidelines issued vide **G.O.Ms No.122, Higher Education (EC.2) Department, dated 01.09.2005 and CTE's Letter No.,_Lr.No.EHE - E02 - 17031/4/2019 - A - CTE dated: 01 .04.2019** and understood the procedure involved in effecting the transfers. I am aware that No Objection Certificate (NOC) is only a document required to process the transfer and receipt of the No Objection Certificate (NOC) from the colleges does not confer the Transfer.

I am aware that, the college i am seeking transfer will reopen on _____ 2019 and in order to maintain the attendance and consider the Academics, I state that, I, will continue in my college where I am studying i.e., _____ (college studying) till my transfer is effected to new college i.e., _____

I also state that, I am solely responsible for the consequences, if I leave the college where I am studying without any transfer orders from the competent authority.

Parent/ Guardian Signature

Student Signature

I, the Principal of _____ aware of the Transfer guidelines issued in the **G.O.Ms No.122, Higher Education (EC.2) Department, dated 01.09.2005 and CTE's Letter No.,_Lr.No.EHE - E02 - 17031/4/2019 - A - CTE, Dated:01.04.2019** and I have issued only No Objection Certificate (NOC) to Mr./Mrs. _____ and issuing of the NOC does not confer the Transfer. The student will be continued in this College, till the transfer orders are communicated by the competent authority.

Name & Signature of the Principal

Date:

GOVERNMENT OF ANDHRA PRADESH
ABSTRACT

Technical Education – Engineering / Pharmacy / Architecture Colleges – Transfer of students from one Engineering / Pharmacy / Architecture College to another college – Delegation of powers to DTE with certain modification to the existing guidelines – Orders – Issued.

HIGHER EDUCATION (EC) DEPARTMENT

G.O Ms. No.122

Dated: 01.09.2005.

Read the following:-

1. Govt. Memo. No.13613/EC.II/97, dated: 13.12.1997.
2. From the DTE Lr. No.H2/6623/2005, dated: 16.04.2005, and dated: 9.8.2005.

ORDER:

In the reference 1st read above, the Government issued guidelines in connection with transfer of Engineering students from one College to another at 2nd, 3rd and 4th year levels. According to these guidelines every year student transfer proposals, mainly at 2nd year level and a few cases at 3rd and 4th year level are being received from the Director of Technical Education for Government approval.

2. It has been noticed that the requests are increasing year after year, mainly due to increase in number of Engineering Colleges every year. As on today there are 253 Engineering Colleges when compared to 57 Engineering Colleges in 1997, when the guidelines were issued last. It is observed that some students are seeking transfer to a better or nearer college in the 2nd / 3rd / 4th years within the University jurisdiction. It has also been noticed that such requests are also being received very late i.e., even long after the classes commence. In the light of the foregoing the Director of Technical Education has submitted proposals in the reference 2nd read above with a request to stipulate the condition that the applications for seeking transfer from one college to another should be restricted from 1st April of the year till the last date of the month in which examinations are completed.

3. It is also felt that keeping in view the practical experience in transfer cases till now the guidelines issued in the reference 1st read above need modification to suit the present scenario.

4. Accordingly, the Government after careful consideration of the above points and keeping in view of the difficulties faced by the students, while their requests are being processed at Government level decided that the power of transfer of students from one Engineering / Pharmacy / Architecture College to another college at 2nd, 3rd and 4th year be delegated to the Director of Technical Education, A.P., Hyderabad to avoid delay and hardship to the students with certain modifications to the existing guidelines. The following are the fresh guidelines issued for considering transfer applications of students of B.Tech. / B.Pharm. / B.Arch. courses in the State.

- 1) In case of University Colleges, no transfers shall be permitted from one University College to another University College. Transfer from Private Engineering College to a University College in any region shall not be permitted, because the University colleges are opted by the students

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only causes practical problems, but also creates an imbalance in the homogeneity of the learners group.

- 2) Transfers to Regional Engineering Colleges (NITS) shall not be permitted, as the institutions are exclusive in nature.
- 3) The transfers may be permitted from one affiliated College to another or from a University college to a private (affiliated) college within the same University at the 2nd year stage on production of NOCs from both the colleges.
- 4) No transfers can be permitted from one University affiliated private college to another University affiliated private college as all the Universities in the State are not following uniform syllabus and uniform system of examination. The total transfers including III & IV year if any should not exceed more than 1% of the total strength of the first year of the college. Transfers at III and IV year can be considered under extreme hardship conditions on a case by case consideration. In addition, the transfer college may be permitted to fill up the unfilled seats of the previous year by transfer from the colleges affiliated to the same University, on production of NOCs from both the colleges.
- 5) In case of obtaining NOCs from both the institutions the students should be willing to pay the remaining fee for the entire four-year-course both to the institution being relinquished and also to the institution to which the transfer is sought for.
- 6) The transfer should be only in that branch of Engineering in which the student was studying in the college from where the transfer is sought.
- 7) The applications received from 1st of April of every year till the last date of the month in which examinations are completed at 1st / 2nd / 3rd year levels shall only be considered and the DTE shall dispose of all the requests received, before commencement of the 2nd / 3rd / 4th year as the case may be so that the students seeking transfers will not be put to hardship of falling short of attendance.

5. The Director of Technical Education shall ensure that the guidelines are communicated to all Technical Institutions in the State for information and take necessary action accordingly for following the above guidelines scrupulously.

(BY ORDER AND IN THE NAME OF THE GOVERNOR OF ANDHRA PRADESH)

ASUTOSH MISHRA,
Principal Secretary to Government

To
✓ The Director of Technical Education, A.P., Hyderabad.
The Registrars of all Universities in the State
Copy to the Addl. Secy. to C.M. / P.S to M(HE & TE) / P.S to Pri. Secy. (HE).
Sf/sc.

//forwarded: by order//


SECTION OFFICER

**GOVERNMENT OF ANDHRA PRADESH
ABSTRACT**

TECHNICAL EDUCATION – Guidelines issued for transfer of students of Engineering / Pharmacy / Architecture from one college to other – Extension of the guidelines to the students studying MBA / MCA courses – Orders – Issued.

HIGHER EDUCATION (EC.2) DEPARTMENT

G.O.Ms.No.66,

Dated:15.5.2008.

Read the following:-

- 1) G.O.Ms.No.122, Higher Education (EC.2) Dept., Dt.1.9.2005.
- 2) From the Commissioner Technical Education, Lr. No. H2/3510/2008, Dt.18-04-2008.

O R D E R:

In the circumstances reported by the Commissioner of Technical Education, Andhra Pradesh, Hyderabad in his letter 2nd read above, the orders issued in the G.O. 1st read above are extended mutatis Mutandis to the students pursuing MBA / MCA courses also.

2. The Commissioner of Technical Education, Andhra Pradesh, Hyderabad is requested to take necessary further action in the matter.

(BY ORDER AND IN THE NAME OF THE GOVERNOR OF ANDHRA PRADESH)

ASUTOSH MISRA
PRINCIPAL SECRETARY TO GOVERNMENT

To
The Commissioner of Technical Education, Andhra Pradesh, Hyderabad
The Secretary, A.P. State Council of Higher Education, Hyderabad.
Copy to:
The Registrars of all Universities.
The O.S.D. to Minister (Technical Education)
The P.S to Principal Secretary (Higher Education)
SF/SC-1

//Forwarded by Order//

SECTION OFFICER

GOVERNMENT OF ANDHRA PRADESH
ABSTRACT

TECHNICAL EDUCATION - Guidelines issued for transfer of students of Engineering / Pharmacy / Architecture from one college to other - Extension of the guidelines to the students studying Pharm.D course - Orders - Issued.

HIGHER EDUCATION (EC.2) DEPARTMENT

G.O.Ms.No. 3

Dated:06.01.2011.
Read the following:-

- 1) G.O.Ms.No.122, Higher Education (EC.2) Dept., Dt.1.9.2005.
- 2) From the Commissioner Technical Education, Lr. No. H2/17291/2010, Dt.11.11.2010.

ORDER:

In the circumstances reported by the Commissioner of Technical Education, Andhra Pradesh, Hyderabad in his letter 2nd read above, the orders issued in the G.O. 1st read above are extended mutatis Mutandis to the students pursuing Pharm.D course also.

2. The Commissioner of Technical Education, Andhra Pradesh, Hyderabad shall take necessary further action in the matter.

(BY ORDER AND IN THE NAME OF THE GOVERNOR OF ANDHRA PRADESH)

GOVERNMENT

C.R.BISWAL
PRINCIPAL SECRETARY TO

To
The Commissioner of Technical Education, Andhra Pradesh, Hyderabad
The Secretary, A.P. State Council of Higher Education, Hyderabad.
Copy to:
The Registrars of all Universities.
The P.S to Hon'ble Minister (HE & TE)
The P.S to Principal Secretary (Higher Education)
SF/SC-1

//Forwarded by Order//

SECTION OFFICER