

Dr. B.R. AMBEDKAR OPEN UNIVERSITY
STUDENT SERVICES BRANCH

Prof. G.Ram Reddy Marg, Road No.46, Jubilee Hills, Hyderabad-500 033

Application Form for Re-admission into UG/PG/ PG Diploma Programmes
(For the Academic Year 2011-2012 Spell I)

1. Name of the Student : _____
2. Father's Name : _____
3. Admission Number : _____
4. Name of the Study Centre : _____
5. Name of the Programme (tick): B.A./ B.Com./ B.Sc./ PG _____
6. Total No. of Papers of the Programme: _____
7. No. of papers passed : _____
8. No. of Papers pending/ failed : _____

Affix Passport size photograph

Sl.No.	Year of the Programme	Subject Code	Name of the Pending/ Failed Subjects/ Courses
	FIRST YEAR		
	SECOND YEAR		
	THIRD YEAR		

Address of the Student: _____

with Phone No. : _____

Programme Re-admission Fee: DD/ Challan No. _____ Rs. _____ Date: _____

Balance of Tuition Fee paid if any: DD/ Challan No. _____ Rs. _____ Date: _____

- Encl.:*
1. Xerox Copies of Marks Memos of all the years/exams.
 2. Two Latest Passport Size Photographs.
 3. Original Identity Card.
 4. Xerox copies of Tuition & Lab fee receipts of previous years already paid.
 5. Two Self-addressed envelopes.

NOTE : The University reserves the right to cancel the re-admission, if the information provided by the student is found false.

SIGNATURE OF THE STUDENT

TERMS & CONDITIONS FOR RE-ADMISSION (for the Academic Year 2010-2011)

1. There should not be any tuition fee arrears at the time of re-admission. If you have any such dues you must pay them along with readmission fee in the form of **D.D** in favour of **The Registrar, Dr.BRAOU, Hyd.**
2. Re-admission will be given only one time.
3. Study Material will not be supplied, if, it is already issued by the university. However, study material will be issued to the years (II and III year) for which the due fee is paid together with re-admission fee as prescribed.
4. The marks obtained by the student for the passed papers including Science Practicals shall be retained.
5. This policy decision shall apply to the students of all categories.
6. If the Science student has not completed Practical Examinations during the stipulated period of the Programme, the student has to take re-admission to complete the Practical Examinations.
7. If assignments have not been submitted during the stipulated period of the programme, the student has to take re-admission to submit the assignment.
8. Fee once paid shall not be refunded/adjusted.
9. As per eligible, if you have not received Re-admission granted letter by post before exam schedule given by the university to contact by Person or by Phone.

(Ph: 040-23680292/040-23680281).

(Table – 1)

DETAILS OF RE-ADMISSION FEE

Sl.No.	Programme	Maximum period of Course(in years)	50% or more papers completed Rs.	Less than 50% papers completed Rs.	Re-admission Notification Date	Last Date without Late fee	Last Date with a Late fee of Rs.100/-	Eligible batches to apply
01	BA/BCom/ BSc.	09	1,850	3,700	20.06.2011	30.08.11	16.09.11	16.09 .11
02	PG	06	2,900	5,800	20.06.2011	30.08.11	16.09.11	2003 &04
03	M.com	06	3050	6100	20.06.2011	30.08.11	16.09.11	2004
03	MBA	09	7,800	15,600	20.06.2011	30.08.11	16.09.11	1999 to 2001
04	MLISc.	03	2,600	5,200	20.06.2011	30.08.11	16.09.11	2007
05	BLISc.	03	1,025	2,050	20.06.2011	30.08.11	16.09.11	2007
06	BPR	03	1,025	2,050	20.06.2011	30.08.11	16.09.11	2007
07	All Diplomas	03	50% of Tuition fee	Total Tuition fee of the Course	20.06.2011	30.08.11	16.09.11	2007

TERMS AND CONDITIONS

1. The Re-admission is granted for only one time for the duration eligible as per the rules of the University.
2. The fee once paid will not be refunded or readjusted for any other purpose under any circumstances.
3. The Re-admission granted will expire by as per the order issued by the University and no further claim is considered beyond expiry of the period allowed.
4. Permission is given to appear for 2009 Supplementary Examinations. Thereafter you may appear for annual and supplementary examinations until the expiry of the period allowed.
5. You are further required to pay the fee of Rs. _____ through "ON-LINE" at identified State Bank of Hyderabad(SBH) branches / in the form of Demand Draft drawn on any nationalized bank in favour of the Registrar, Dr.BRAOU, Hyderabad. Admission no. and Name of the student shall be mentioned on the reverse side of the Demand Draft.
6. You are not entitled for any study material afresh, for which already course material was issued to you. However, study material will be issued to the years (II and III year) for which the due fee is paid together with re-admission fee as prescribed.
7. You may however, purchase the course material on your own at the rates fixed by the University. You may opt for change of subject after paying prescribed fee and the change is permitted as per rules in force from time to time.
8. The marks secured by you in the subjects/papers you have already passed INCLUDING Science Practicals shall be retained.
9. Study Centre change will be considered only on valid reasons and proof i.e. shifting of place of residence, marriage, employment etc.
10. You are not eligible for writing for improvement in the papers you have already passed.
11. No scholarship/Fee concession will be granted for the students of re-admission under social welfare schemes for SC/ST students/physically handicapped etc.
12. The students who have been admitted under Re-admission shall write the examinations under the scheme of examinations prevailing at the time of writing examinations and appear for the courses for which he/she has originally opted, on re-admission for the award of Degree/Diploma.
13. P.G. Students are necessarily to submit the required No. of assignments as stipulated for the year for which he/she is granted Re-admission towards fulfillment of the requirement for the award of the Degree.
14. Students may appear for Spell-I and Spell-II examinations during the period of re-admission duly submitting the examination registration form with the prescribed fee as notified by the University from time to time. However, the student on getting re-admission will become eligible to write exams from the date following re-admission given, subject to payment of examination fee within the notified dates and ceases to write his examination in the supplementary examination of the academic year in which his re-admission expires.
15. The student who is Re-admitted into any programme has to abide by the Rules and Regulations in force from time to time relating to Admission/Support Services/Examinations etc.
16. The University reserves the right to revise/modify/amend/withdraw any rule or rules or provisions relating to admission, examination, and student services at any time and the same shall be binding on the student enrolled under the Re-admission scheme.
17. The University has the right to cancel the re-admission granted if the information provided by the student is found to be false or mis-represented in any form at any time during the period of his Re-admission without any prior notice.
18. The Student is directed to produce the copy of the re-admission letter before the authority of the University if required.
19. Re-admission will not be given to those students who completed maximum period of study (including re-admission period) and the fee paid by such students will not be refunded/re-adjusted. No further correspondence will be entertained in this regard.
20. In case if you have not received re-admission granted letter by post before examinations schedule given by the university, please feel free to contact by person or by phone. (Ph: 040-23680 588/292/ 281).
21. In case the student indulges in any unfair methods in getting Re-admission or in the Examinations etc., the University has the right to initiate disciplinary action against the student as per the rules including cancellation of admission.

DIRECTOR

