



OFFICE OF THE DEAN ACADEMIC AFFAIRS
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RTU/Acad./F(17)04/2015/2775-2778

Date: 1.12.2015

AMENDMENT

To,

The Principal/Director
All RTU Affiliated Colleges

Ref : RTU/Acad./F(17)04/2015/2747-2749 dated 23.11.2015

Sub: Filling of online affiliation form for affiliation purpose for session 2016-17

Sir/Madam,

1. The user ID & password has already been issued to all the institutes individually for filling online affiliation form vide University letter dated 11.08.2015 and *the same can be used for filling affiliation form for session 2016-17.*
2. This is to inform that all the institutes are necessarily required to fill the online affiliation form for session 2016-17 without fail latest by 14-12-2015. All the institutes are advised to follow this schedule failing which they will be treated as per the provisions of the University. It is also clarified that institutes will not be permitted to fill online affiliation form after the cut-off date i.e. 14th December, 2015 in any circumstances.
3. The institutes are also required to submit hard copy of online affiliation form duly signed by the Principal of the institute to this office latest by 21st December, 2015. The web portal will be locked at 5.00 PM on 14th December, 2015.
4. All the institutes must ensure that no fake/misleading data should be filled as there is a provision of penalty of Rs. 25,000/- per mistake as per the University Order RTU/F(2)BOM-15/13/13054-63 dated 2.2.13.
5. This supersedes earlier letter RTU/Acad./F(17)04/2015/2747-2749 dated 23.11.2015 issued in this regard.

Yours sincerely


Dean (Academic Affairs)

Copy to:

1. PS to HVC for information
2. Webmaster RTU
3. Guard File