

**MAHATMA GANDHI UNIVERSITY**

ANNEPARTHY, NALGONDA- 508 254

APPLICATION FORM FOR ADMISSION ON TRANSFER INTO II & III YEAR OF  
B.A./B.Com/B.Sc. DEGREE COURSE UNDER THE JURISDICTION OF**MAHATMA GANDHI UNIVERSITY**

(To be filled by the candidate only)

**NOTE:- BEFORE FILLING THE APPLICATION FORM, READ CAREFULLY THE  
INSTRUCTIONS AND INFORMATION GIVEN OVER LEAF**

1	Full Name (IN BLOCK LETTERS)									
2	Father's/Guardian's Name and Occupation									
3	Applicant's address with Phone No.									
4	Particulars of Fees: -									
	Challan No.	Date	Amount			Bank/Branch				
			Rs.1020=00							
5	Particulars of the Course of Admission on transfer sought (Please put tick mark in the Box)		Course			Year		Medium		
			BA	B.Com	B.Sc	II	III	EM	TM	UM
6	A).Name and address of the college where last studied.									
	B).Course and Class		B.A/B.Com/B.Sc. I/II year							
	C) Year of Study									
	D)Subject studied in Degree Course									
7	Name and address of the College where the candidate intends to seek admission on transfer									

H.T.No.	I Year			II Year		
Subjects	Passed/Failed	Marks	Subjects	Passed/Failed	/Marks	
<b>Part I</b>			<b>Part I</b>			
English			English			
Second Language ( )			Second Language ( )			
IHC			Science & Civilization			
<b>Part II (Optional)</b>			<b>Part II (Optional)</b>			
1.			1.			
2.			2.			
3.			3.			
4.			4.			
8	Reasons for transfer (In case of transfer of Parent/Guardian, enclose a copy of certificate in proof in the same)					

### DECLARATION BY THE CANDIDATE

I declare that the facts mentioned above are true to the best of my knowledge, I fully understand that my admission will be cancelled in case any of the information furnished by me is found to be false.

Date.....

Signature of the applicant

### CERTIFICATE TO BE SIGNED BY THE PRINCIPAL WHERE THE CANDIDATE IS PRESENTLY STUDYING

I have NO OBJECTION to relieve Mr./Ms.....a student of .....year degree course with Roll No.....of this college in the event of his/her admission on transfer to any other college.

Date.....

Signature of the Principal (with Office seal)

### CERTIFICATE TO BE SIGNED BY THE PRINCIPAL OF THE COLLEGE WHERE ADMISSION IS SOUGHT

I have NO OBJECTION to admit Mr./Ms..... S/o./D/o.....into II / III Year .....Course in our college on transfer against the existing vacancies. This will not in any way exceed the approved ceiling strength viz ( ) of the .....class of the college.

There is a provision for teaching the following subjects opted by the candidate.

#### OPTIONALS

	I yr.	II yr.
1. English	i. ....	i. ....
2. Second Language ( )	ii. ....	ii. ....
3. Indian Heritage & Culture	iii. ....	iii. ....
4. Science & Civilization	iv. ....	iv. ....

Date.....

Signature of the Principal of the College in which Admission is sought (with office seal)

### INSTRUCTIONS AND INFORMATION TO THE CANDIDATES

1. Transfers are not permissible into first year degree course.
2. Transfers from Distance Education Mode to regular colleges are not permissible.
3. Transfers are permitted only II / III Year of Degree Course (with due consent of Principals concerned and subject to availability of seats) with the prior approval of the University from one District to another District OR from District to City or vice-versa under the jurisdiction of MGU.
4. Transfers are also permissible into II / III Year of B.A./B.com courses from a regular college to CDE, MGU, with the consent of the Principal and Director, CDE, MGU subject to rules inforce.
5. Admission on transfer shall not be made by the Principals directly without the prior approval of the University. Candidates are required to pay of Rs.1020/- (One thousand and twenty only) towards transfer fees payable through challan in favour "The Registrar, Academic Audit Cell,(A/C No. 62424026709) Mahatma Gandhi University"
6. Challan can be downloaded from [www.mguniversity.ac.in](http://www.mguniversity.ac.in)
7. Transfer Applications shall not be entertained without the following:
  - i) Consent of the Principals concerned /Director, CDE as the case may be;
  - ii) Xerox copies of the Memorandum of Marks of I / II year Degree Course;
  - iii) Challan for Rs.1020/- in favour of "The Registrar, Academic Audit Cell,(A/C No. 62424026709) Mahatma Gandhi University"
8. Transfer Applications received after the last date prescribed shall NOT be entertained.
9. Readmissions of students into II/III year in the same college of this University has to pay Rs.200/- to the concerned Principal of the college. The Principal after admitting them have to send the list of the candidates along with a fee of Rs.200/- per candidate in a Consolidated Challan." and submit the same on or before 01-10-2020 and seek necessary permission from the Director, Academic Audit, MGU.

**NOTE: THE UNIVERSITY RESERVES THE RIGHT TO CANCEL THE ADMISSION OF THE CANDIDATE AT ANY STAGE AS AND WHEN IT IS DETECTED THAT THE ADMISSION ON TRANSER IS AGAINST THE RULES.**

# RECEIPT

(To be filled by the Candidate)

Date.....

1. Name of the Candidate : .....
2. Father Name : .....
3. Application form No. : .....
4. Course/Year : B.A/B.Com/B.Sc (Year I/II)
5. Name of the College where Admission on transfer is sought : .....
6. Particulars of Challan No..

Rs.1020/-		
Challan. No.	Date	Bank/Branch

Signature of the Receiver  
With Date: