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JAWAHARLAL NEHRU TECHNOLOGICAL UNIVERSITY KAKINADA
KAKINADA-533 003. ANDHRA PRADESH (India)
(Established by Andhra Pradesh Act No.30 of 2008)

Lr.No. JNTUK/DAA/B1/ Retention of original certificates /2021-22

Dt: 25.08.2021

Dr. L. Sumalatha,
M.Tech, Ph.D.,
REGISTRAR

To
The Principals of all Affiliated Colleges
JNTUK, Kakinada.

Circular

Sir,

Sub:- JNTUK – DAA - Retention of original certificates of Faculty/Students – Circular issued by University Grants Commission, New Delhi – Certain Instructions - Reg.

Ref:- 1.Lr.No.E/Misc./UGC/CTE, dated 19.08.2021 of the Dept of Technical Education Government of A.P.

2. Lr.No.F.321/29-7 (Grievances/UGC-SERO), dated 30.07.2021 of the Joint Secretary & Head, University Grants Commission South Eastern Regional Office, Hyderabad.

3. Public Notice issued by Secretary, University Grants Commission, New Delhi vide F.No.14-12/2019 (CPP-II), dated 11.08.2020

In the references above, it is instructed that many private professional colleges in the state of Andhra Pradesh are not returning the Originals Certificates of the faculty/students which is in contrary to the UGC circular.

The University Grants Commission (UGC) has already issued public notice that “No employing Higher Educational Institutions (HEIs) shall keep in their possession any teacher’s academic certificates/documents in original which is akin to depriving them of their rights. Further every Higher Educational Institutions (Universities/Colleges/Institutes) are mandatorily required to issue employment contracts clearly specifying all the terms and conditions in accordance with the stipulated norms of the UGC and other statutory bodies concerned”

Under the circumstances stated above, I am herewith instructing the Principals of affiliated colleges JNTUK, Kakinada not to retain the original certificates of faculty/students and complying with the UGC circular, scrupulously to avoid inconvenience and harassment to faculty/students failing which action will be initiated on the erring colleges as per the UGC instructions.

Yours Sincerely


REGISTRAR

J.N.T. University Kakinada
KAKINADA - 533 003

Copy to the Secretary to Hon’ble Vice-Chancellor, JNTUK Kakinada.
Copy to the PA to Rector, JNTUK, Kakinada.
Copy to the Director, Academic Audit, JNTUK Kakinada.
Copy to the Director, Academics & Planning, JNTUK Kakinada.