

SRI VENKATESWARA UNIVERSITY
LAWS OF THE UNIVERSITY
1974

VOLUME I

**Sri Venkateswara University Act,
Laws (Statutes, Ordinances) and Appendices, etc.**



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SRI VENKATESWARA UNIVERSITY ACT.

The following Act of the Andhra Legislature which was reserved by the Governor on the 16th June 1954 for the consideration of the President, received the assent of the President on the 19th July 1954

ACT NO. XIV OF 1954.

(As amended by President's Act VIII of 1954, Andhra Act No. HI of 1955, Andhra Pradesh Adaptation of Laws Order 1957, Andhra Pradesh Adaptation of Laws (Second Amendment) Order, 1957 and Andhra Pradesh Acts Nos. XIII of 1957, X of 1959, IX of 1961, I of 1962, III and XII of 1966).

An Act to provide for the establishment and incorporation of a Residential, Teaching and Affiliating University, in Tirumalai-Tirupati area.

WHEREAS it is desirable to establish and incorporate a
Preamble Residential, Teaching and Affiliating University in Tirumalai-Tirupati area in the Chittoor district for the encouragement of higher education and research in all branches of Learning, particularly in Oriental learning, Sanskrit, Ancient Indian Arts and Culture, Architecture and other Fine Arts;

It is hereby enacted as follows :-

CHAPTER I — PRELIMINARY

1. (1) This Act may be called Sri Venkateswara University
Short title, extent and commencement. Act, 1954.

(2) It extends to the area comprising the districts of Anantapur, Cuddapah, Kurnool, Chittoor and Nellore in the Andhra area of the State of Andhra Pradesh.

(3) This section and sections 48 and 49 shall come into force at once, section 55 shall come into force from the commencement of the academic year 1956, and the remaining provisions shall come into force on such date or dates as the State Government may, by notification in the *Andhra Pradesh Gazette*, appoint, and different dates may be appointed for different provisions of parts thereof :

Provided that the provisions of this Act relating to affiliation or recognition of Colleges in the University area shall take effect only from the commencement of the academic year 1956

(4))

(5))

2. In this Act, unless there is anything repugnant in the Definitions. subject or context –

(a) “Affiliated College” means a college within the University are a affiliated to the University in accordance with the conditions prescribed;

(a-1) “Aided College” means a college other than a Government College which receives aid out of the State Government funds;

(a-2) “College” means a college established and maintained by, or affiliated to, or recognised by, the University;

(b) “District” means a district within the area comprising the districts of Anantapur, Cuddapah, Kurnool, Chittoor and Nellore;

(c) “Degree College” means a college established by, or affiliated to, the University for providing courses of study qualifying students for admission to the examination for the ordinary degree in arts, science or commerce in accordance with the the Regulations prescribed;

(d) “Department” means a University Department recognised as such by Statutes;

- (d-1) "Honours College" means a University College or an Affiliated College in which provision is made for Honours or Post-Graduate Courses of study leading up to the higher degrees of the University in accordance with the Regulations prescribed;
- (e) "Hostel" means a unit of residence for students of the University maintained or recognised by the University in accordance with the provisions of this Act;
- (f) "Notification" means a notification published in the *Andhra Pradesh Gazette*;
- (g) "Oriental College" means a college recognised by or affiliated to the University under conditions prescribed for qualifying students for Degrees, Titles or Diplomas of the University in Oriental learning;
- (h) "Prescribed" means prescribed by the Statutes, Ordinances or Regulations;
- (i) "Principal" means the head of a college;
- (j) "Professional College" means a college established or maintained by the University or affiliated to the University for providing courses of study leading up to the professional degrees of the University in accordance with the Regulations prescribed;
- (k) "Registered graduate" means a graduate registered under section 32-A;
- (l) "Secretary to the State Government" includes a Joint Secretary to the State Government and a Deputy Secretary to the State Government;
- (m) "Teachers" means Professors, Readers and Lecturers in a college and such other persons giving instruction in a college, as may be declared by the Statutes to be teachers;
- (n) "Teachers of the University" means teachers appointed by the University to give instruction on its behalf;

- (o) "University" means Sri Venkateswara University as constituted under this Act;
- (p) "University area" means the area comprising the districts to which this Act applies;
- (q) "University Campus" means the area comprised within the limits of the headquarters of Sri Venkateswara University as notified by the State Government from time to time in the *Andhra Pradesh Gazette*;
- (r) "University College" means a college established or maintained by the University and providing courses of study qualifying students for admission to University examinations in accordance with the Regulations prescribed;
- (s) "University Professor" means a person appointed as such by the University.

CHAPTER II — THE UNIVERSITY

3. (1) There shall be constituted in and for the area comprising the districts of Anantapur, Cuddapah, Kurnool, Chittoor and Nellore, a University by the name of Sri Venkateswara University:

Provided that the affiliation of Colleges in the said districts to this University shall come into force only from the commencement of the academic year 1956.

(2) It shall be Residential and Teaching to start with and shall be also an Affiliating University from the commencement of the academic year 1956, and shall consist of a Chancellor, a Pro-Chancellor, a Vice-Chancellor, a Senate, a Syndicate and an Academic Council. It shall be a body corporate having perpetual succession and a common seal and shall sue and be sued by the said corporate name.

(3) In all suits and other legal proceedings by or against the University, the pleadings shall be signed and verified by the Registrar and all processes in such suits and proceedings shall be issued to, and served on the Registrar.

(4) The headquarters of the University, shall be located at Tirumalai or Tirupati or in any place within a radius of ten miles around either of them.

4. (i) The University shall have the following powers, Powers, functions and objects of the University functions and objects, namely :—

(1) to provide for instruction and training in such branches of learning as it may think fit and to make provision for research and for the advancement and dissemination of knowledge;

(2) to cultivate and promote the development of the study of and research in —

(a) Sanskrit and other Oriental languages, Ancient Indian Arts and Culture;

(b) Architecture, Music, Dancing and other Fine Arts;

(c) Arts and Humanities. Sciences, Technology, Engineering, Commerce, Teaching, Theology and Philosophy; and

(d) Such other subjects as may be prescribed;

(3) to hold examinations and to confer degrees and other academic distinctions on persons who have pursued a course of study in the University, Affiliated or Oriental Colleges unless exempted therefrom in the manner prescribed by the Regulations and have passed the prescribed examinations of the University;

(4) to confer degrees and other academic distinctions on persons who have carried on research under conditions prescribed;

(5) to confer honorary degrees or other distinctions on approved persons under conditions prescribed;

(6) to institute Professorships, Readerships, Lecturerships and any other teaching posts required by the University and to appoint persons therefor;

(7) to hold and manage endowments and to institute and award fellowships, scholarships, exhibitions, bursaries, studentships, medals and prizes;

(8) to institute, take over and maintain colleges and hostels, to affiliate or recognize colleges and hostels not maintained by the University and to withdraw such affiliation or recognition;

(8-a) to establish, maintain and manage, or to affiliate, Honours Colleges in any part of the University area outside the University campus;

(9) to erect, equip and maintain laboratories and libraries;

(10) to fix fees and demand and receive such fees as may be prescribed;

(11) to make grants from the funds of the University for the maintenance of National Cadet Corps;

(12) to make grants from the funds of the University for the maintenance of institutions or associations devoted for educational purposes;

(13) to institute and manage—

- (a) a Publication Bureau;
- (b) an Employment Bureau;
- (c) Students' Unions;
- (d) University Athletic Clubs; and
- (e) other similar associations;

(14) to co-operate with other Universities, Educational Institutions and authorities in such manner and for such purposes as may be determined; and

(15) generally to do all such other acts and things, as may be necessary or desirable in order to further the objects of the University and to promote the interests of its students.

(ii) Nothing contained in sub-section (i) shall be deemed to prevent the Government from issuing such orders as they may

deem fit in regard to the levy of fees and other charges for admission of students to colleges under the management of the Government and the salaries of teachers in such Colleges.

5 No benefaction shall be accepted by the University, which, in the opinion of the Authorities of the University, involves conditions of obligations as to religious belief in the admission or appointment of members, students, teachers or in any other connection whatsoever:

Provided that nothing in this section shall prevent the University from accepting any such benefaction intended for the promotion of research in any branch of study.

6 (1) The University shall have power to constitute the Sri Venkateswara Colleges as University Colleges.

(2) The colleges in the University area [other than the University Colleges mentioned in sub-section (1)] which remain affiliated to the Andhra University at the commencement of the academic year 1956 shall be and shall have the privileges of affiliated colleges under this Act.

(3) The University shall have power to admit any other colleges in the University area to affiliation as an Honours College or a Degree College, an Oriental College or a Professional College in accordance with the Statutes :

Provided that the institutions of research and higher learning outside or inside the University area may be recognised in the manner prescribed by the Statutes.

(4) The University shall have power to grant recognition to any college in the University area as an Oriental College in accordance with the Statutes.

(5) No college in the University area shall be affiliated to any University other than Sri Venkateswara University after the commencement of the academic year 1956.

7. Every student of the University shall reside in a hostel
Residence. or under such conditions as may be prescribed.

7-A. (.....)

8. (1) The State Government shall have the right to cause
Inspection. an inspection to be made, by such person or persons as they may direct, of the University, its buildings, laboratories, libraries, museums, workshops and equipment, and of any institutions maintained by or affiliated to the University, and also to cause an inquiry to be made, into the teaching and other work conducted or done by the University, or in respect of any matter connected with the University. The State Government shall in every case give notice to the University of their intention to cause such inspection or inquiry to be made and the University shall be entitled to be represented thereat.

(2) The State Government shall forward to the Vice-Chancellor a copy of the inspection report for obtaining the views of the Syndicate, and on receipt of such views, the State Government may tender such advice as they consider necessary and fix a time-limit for action to be taken by the University.

(3) The State Government may, where action has not been taken by the University within the time fixed to their satisfaction, after considering any explanation furnished or representation made by the Syndicate, issue such directions as they may think fit, and the University shall comply with such directions.

8-A(.....)

CHAPTER III—OFFICERS OF THE UNIVERSITY

9. The following shall be the Officers of the University :—

Officers of the University.

- (i) The Chancellor,
- (ii) The Pro-Chancellor,
- (iii) The Vice-Chancellor,
- (iv) The Principals of the University Colleges,

- (v) The Registrar, and
- (vi) Such other persons as the Statutes may declare to be officers of the University.

10. The Governor of Andhra Pradesh shall be the Chancellor. He shall, by virtue of his office, be the head of the University and the President of the Senate and shall, when present, preside at meetings of the Senate and at Convocations of the University. He shall exercise such other powers and perform such other duties as may be conferred on or vested in him by or under the provisions of this Act.

(.....)

11. (1) The Minister in charge of the portfolio of Education in the State of Andhra Pradesh shall be the Pro-Chancellor of the University.

(2) In the absence of the Chancellor, or during the Chancellor's inability to act, the Pro-Chancellor shall exercise all the functions of the Chancellor.

12. (1) (a). The Vice-Chancellor shall be appointed by the Chancellor.

(b) Subject to the provisions of clause (c), the Vice-Chancellor shall hold office for a term of three years from the date of his appointment and shall be eligible for re-appointment to that office for another term of three years only :

Provided that the Vice-Chancellor shall continue to hold office after the expiry of his term of appointment for a period not exceeding six months or until his successor is appointed and enters upon his office, whichever is earlier.

(c) The Vice-Chancellor shall not be removed from his office except by an order of the Chancellor passed on the ground of misbehaviour or incapacity and after due inquiry by such person who is or has been a Judge of a

High Court or the Supreme Court as may be appointed by the Chancellor, in which the Vice-Chancellor shall have an opportunity of making his representation against such removal.

- (d) The Vice-Chancellor shall be the academic head and the principal executive officer of the University and shall exercise general control over its affairs. He shall be a whole-time officer of the University and shall be paid a salary of two thousand rupees per mensem. He shall also be paid a conveyance allowance of one hundred and fifty rupees per mensem, if he is not provided by the University with a motor car for his use. He shall pay the standard rent or ten percent of his salary, whichever is less, if he occupies a house provided by the University.

(.....)

- (e) He shall, by virtue of his office, be a member and Chairman of the Syndicate and of the Academic Council and shall preside at the meetings of the Senate and at Convocations of the University in the absence of the Chancellor and the Pro-Chancellor.
- (f) He shall be entitled to be present at and address at any stage any meeting of any Authority of the University but not to vote thereat, unless he is a member of the Authority concerned.
- (g) He shall have power to convene meetings of the Senate, the Syndicate and the Academic Council.
- (h) It shall be his duty to see that the provisions of this Act, the Statutes, the Ordinances and the Regulations, are duly observed and he may exercise all powers necessary for this purpose.
- (i) He shall have power to interpret the provisions of this Act, the Statutes, the Ordinances and the Regulations, and any person or Authority aggrieved may, within such time as may be prescribed, appeal to the Chancellor, whose decision shall be final.

- (j) He shall give effect to the decisions of the Authorities of the University taken in accordance with the powers conferred by or under this Act.
- (k) He shall have such other powers as may be prescribed.
- (2) (a) When, with regard to any matter in which any officer or Authority may take action, the Vice-Chancellor considers immediate action desirable, he may, subject to the general control of the Chancellor, take such action as may be necessary but shall, as soon as may be, report the action to the officer or Authority concerned.
- (b) An appeal shall lie to the Syndicate against any action taken by the Vice-Chancellor under clause (a) affecting any person in the service of the University, at the instance of such person. Such appeal shall be filed within thirty days from the day on which such person has notice of the action taken.
- (3) Where the Vice-Chancellor is unable to exercise his powers, perform his functions and discharge his duties owing to absence, illness or any other cause, the Syndicate may, subject to the approval of the Chancellor, make necessary arrangements for the exercise of the powers, the performance of the functions and the discharge of the duties of the Vice-Chancellor by appointing a Vice-Chancellor in-charge or otherwise.
- (4) It shall be competent for the Chancellor to accept the resignation of the Vice-Chancellor.
- (5) When the post of the Vice-Chancellor falls permanently vacant, either by resignation or otherwise, the vacancy shall be filled by the Chancellor by appointing another person as the Vice-Chancellor, and the Vice-Chancellor so appointed shall hold office for a full term of three years.

12-A. Notwithstanding anything in this Act, the person holding the office of the Vice-Chancellor immediately before the commencement of the appointment of a Sri Venkateswara University (Second Amendment) Act, 1966 shall continue to hold that office only until a new Vice-Chancellor

Special provision as to the appointment of a new Vice-Chancellor.

is appointed by the Chancellor under clause (a) of sub-section (1) of section 12 and enters upon his office and such appointment shall be made within ninety days after such commencement. On the appointment of such new Vice-Chancellor and on his entering upon his Office, the person holding the office of the Vice-Chancellor immediately before such appointment shall cease to hold that office.

13 (1) The Registrar shall be a whole-time paid officer of the University appointed by the Syndicate on such terms as may be prescribed by the Statutes.

The Registrar.

(2) The Registrar shall act as the Secretary of the Syndicate, the Senate and the Academic Council and shall exercise such powers and perform such duties as may be prescribed.

CHAPTER IV - AUTHORITIES OF THE UNIVERSITY.

14. The following shall be the Authorities of the University, namely :—

Authorities.

- (i) The Senate,
- (ii) The Syndicate,
- (iii) The Academic Council,
- (iv) The Faculties,
- (v) The Boards of Studies, and
- (vi) Such other bodies as the Statutes may declare to be Authorities of the University.

THE SENATE.

15. The Senate shall consist of the following persons, namely :—

The Senate.

Class I - Ex-Officio Members.

- (1) The Chancellor,
- (2) The Pro-Chancellor,
- (3) The Vice-Chancellor,
- (3-a) The Secretary to the State Government in the Education Department,
- (4) The Director of Public Instruction,

- (4-a) The Director of Technical Education,
- (4-b) The Director of Higher Education,
- (5) The Director of Medical Services,
- (6) (.....)
- (7) (.....)
- (7-a) (.....)
- (7-b) The Director, National Cadet Corps, Andhra Pradesh,

(8) All Principals of the University Colleges and Professional Colleges and eleven Principals of Affiliated Colleges other than Professional Colleges, appointed by rotation by the Chancellor,

(9) Eight Professors of the University Colleges, eight Teachers of the University, Affiliated and Oriental Colleges and three representatives of managements of aided colleges appointed by nomination by the Chancellor,

(10) The members of the Syndicate who are not otherwise members of the Senate,

(11) The Chairman of the Board of Trustees of the Tirumalai-Tirupati Devasthanams'.

Class II - Life Members.

(1) Such number of persons not exceeding three as may be appointed, on the recommendation of the Syndicate, by the Senate to be Life Members on the ground that they have rendered eminent services to education

(2) All persons who make a donation of not less than Rs. 25,000 to or for the purpose of the University.

(3) Notwithstanding anything in clauses (1) and (2) the persons who are life members at the commencement of Sri Venkateswara University (Amendment) Act, 1966, shall continue to be such members and after such commencement there shall be no new life member.

Class III - Other Members.

(1) Sixteen persons elected by the registered graduates from among themselves according to the principle of proportional representation by means of the single transferable vote :

Provided that a person shall not be eligible to stand for election from the graduates constituency, if he has not completed twenty-one years of age ;

(2) Nine persons elected from among themselves by the members of the Andhra Pradesh Legislative Assembly and three persons elected from among themselves by the members of the Andhra Pradesh Legislative Council, in accordance with the principle of proportional representation by means of the single transferable vote ;

(3) Ten persons nominated by the State Government of, whom one shall represent the Tirumalai-Tirupati Devasthanams, two shall be from among the Scheduled Castes, one from among the Scheduled Tribes, two from among women, and two from among Headmasters of Secondary Schools in the University area, all of whom shall be ordinarily resident in the University area.

16. (1) The Senate shall have and exercise the following Powers of the Senate. powers, namely :—

- (a) to make Statutes and to amend or repeal the same and to consider, modify or cancel Regulations and Ordinances in the manner prescribed by or under this Act ;
- (b) to provide for instruction and training in such branches of learning as it thinks fit ;
- (c) to institute and maintain University colleges ;
- (d) to provide for research and advancement and dissemination of knowledge ;
- (e) to institute Professorships, Readerships, Lecturerships and other teaching posts required by the University on the motion of the Syndicate and after considering the proposals of the Academic Council therefor ;
- (f) to establish, equip and maintain University Laboratories, Libraries and Research Institutes ;
- (g) (i) to prescribe general conditions of affiliation and recognition and to suspend or withdraw affiliation

or recognition, as the case may be, on the recommendation of the Syndicate and after consultation with the Academic Council ;

- (ii) to control in general all Colleges in the University area in the manner prescribed by the Statutes ;
- (h) to confer degrees and other academic distinctions on persons who—
 - (i) shall have pursued an approved course of study in a University College or an Affiliated College or an Oriental College unless exempted therefrom in the manner prescribed by the Regulations and shall have passed the prescribed examinations of the University ; or
 - (ii) shall have carried on research under conditions prescribed ;
- (i) to confer honorary degrees or other distinctions on approved persons in the manner prescribed ;
- (j) to institute fellowships, travelling fellowships, scholarships, exhibitions, bursaries, studentships, medals and prizes ;
- (k) to provide for lectures and instruction to persons not being students of the University and to grant diplomas to them ;
- (l) to establish and maintain hostels ;
- (m) (i) to prescribe the fees to be charged for the affiliation and recognition of the colleges ;
 - (ii) to register the graduates of the University ;
- (n) to consider the annual report, the annual accounts and the financial estimates of the University and pass resolutions thereon in regard to the matters falling within its jurisdiction ;
- (o) to enter into any agreement with the State or Central Government or with a private management for assuming the management of any institution and taking over its

properties and liabilities or for any other purpose not repugnant to the provisions of the Act ;

- (p) to delegate such of its powers as it deems fit to any Authority or Authorities constituted under this Act or the Vice-Chancellor ;
- (q) to co-operate with other Universities and other authorities in such manner and for such purposes as it may determine ;
- (r) (.....)

(2) (a) The Senate shall exercise all the powers of the University not otherwise provided for and all powers requisite to give effect to the provisions of this Act.

(b) (.....)

17. (1) There shall be at least two ordinary meetings of the Meetings of the Senate. Senate in a year, one of which shall be called the annual meeting.

(.....)

(2) Upon a requisition in writing signed by not less than fifteen members of the Senate, the Vice-Chancellor shall convene a meeting of the Senate.

(3) Fifteen members shall form the quorum for a meeting of the Senate :

Provided that such quorum shall not be required at a convocation of the University or a meeting of the Senate held for the purpose of conferring degrees, titles, diplomas or other academic distinctions.

(4) In the absence of the Chancellor, the Pro-Chancellor and the Vice-Chancellor from any meeting of the Senate, the members present at the meeting shall choose one of their number to preside thereat.

THE SYNDICATE.

18. The Syndicate shall, in addition to the Vice-Chancellor, The Syndicate. consist of the following persons, namely :—

Class I—Ex-Officio Members.

- (1) The Director of Higher Education
- (2) The, Chairman, Board of Trustees, Tirumalai-Tirupati De vasthanams.
- (3)
- (4) The Secretary to the State Government in the Finance Department

Class II—Other Members.

- (1) Four persons elected by the Senate from among its members :

Provided that no employee of the University shall be a member of the Syndicate under this category.

- (2) Two persons elected by the Academic Council from among its members.

- (3) Five persons nominated by the Chancellor of whom two shall be from among the members of the Andhra Pradesh State Legislature and two shall be from among the Principals or Professors of the University Colleges or Professional Colleges and the remaining one shall be from among the Scheduled Castes or the Scheduled Tribes :

Provided that where any of the two members nominated from the Andhra Pradesh State Legislature belongs to the Scheduled Castes or the Scheduled Tribes, it shall not be obligatory on the part of the Chancellor to nominate any other person from the Scheduled Castes or the Scheduled Tribes.

- (4) Three persons nominated by the Chancellor.

19. The Syndicate shall be the executive authority of the Powers and duties of University and shall have power — the Syndicate.

- (a) to direct the form, custody and use of the common seal of the University;
- (b) to hold, control and administer the property and funds of the University;

- (c) subject to such Statutes as may be prescribed in this behalf under section 42 (f):—
 - (i) to appoint the teachers of the University below the rank of Lecturers ;
 - (ii) to appoint the teachers of the University of and above the rank of Lecturers, on the recommendations of the Selection Committee ;
 - (iii) to fix the emoluments of the teachers of the University and define their duties and conditions of service ;
- (cc) to suspend or dismiss teachers of the University subject to such Ordinances as may be framed in this behalf ;
- (d) subject to such Ordinances as may be made in this behalf, to appoint or dismiss, remove or suspend the servants of the University, fix their emoluments and define their duties and the conditions of their service ;
- (e) to award fellowships, travelling fellowships, scholarships, exhibitions, bursaries, studentships, medals and prizes in accordance with the rules laid down by the Senate ;
- (f) to appoint members of the Boards of Studies in accordance with the Ordinances ;
- (g) to appoint examiners in consultation with the Boards of Studies and fix their fees ;
- (h) subject to the provisions of this Act and the Statutes, to arrange for and direct the inspection of all affiliated and Oriental Colleges and hostels ;
- (i) to conduct the University examinations and to approve and publish the results thereof ;
- (j) to prescribe the fees to be charged for admission to the examinations, degrees and diplomas of the University ;
- (k) to establish, manage and control a Publication Bureau, an Employment Bureau, Students' Unions, University Extension Boards, University Athletic Clubs and similar associations ;

- (l) (i) to accept on behalf of the University, endowments, bequests, donations, and other transfers of property made to it; all such endowments, bequests, donations and transfers shall be reported to the Senate at its next meeting;
- (ii) to administer all funds placed at the disposal of the University for specific purposes;
- (m) to regulate and determine all matters concerning the administration of the University in accordance with the Statutes, the Ordinances and the Regulations; and to exercise such other powers or duties as may be conferred or imposed by this Act;
- (n) to charge and collect such fees as may be fixed by the Ordinances;
- (o) to delegate any of its powers to the Vice-Chancellor or to a committee from among its own members or to any employee of the University;
- (p) to affiliate Colleges to the University as Honours, Degree, Oriental or Professional Colleges, under conditions prescribed by the Statutes after consultation with the Academic Council and to recommend to the Senate after consultation with the Academic Council, the suspension or withdrawal of such affiliation;
- (q) to grant recognition to the institutions and Oriental Colleges under conditions to be prescribed by the Statutes after consultation with the Academic Council and to recommend to the Senate in consultation with the Academic Council the suspension or withdrawal of such recognition;
- (r) to manage and control all colleges, hostels, libraries, laboratories, museums and the like, instituted and maintained by the University;
- (s) to recognise hostels not maintained by the University and to withdraw recognition therefrom;

- (t) to supervise and control the residence and discipline of the students of the University and make arrangements for promoting their health and well-being; and
- (u) to recommend to the Chancellor on the motion of the Vice-Chancellor, the conferment of honorary degrees and other academic distinctions.

20. (1) The Syndicate shall prepare an annual report of **Annual Report.** the University and submit it to the Senate on or before such date as may be prescribed by the Statutes.

(2) {..... }

(3) {..... }

(4) A copy of the report with a copy of the resolutions thereon, if any, of the Senate shall be submitted to the State Government for information.

21. The Syndicate shall prepare during each financial year **Annual Accounts.** annual accounts of the University of the preceding financial year and submit them to such audit as the State Government may direct before the end of the financial year. The accounts when audited shall be published in the *Andhra Pradesh Gazette* and copies thereof together with copies of audit report shall be submitted to the Senate not later than two years from the end of the financial year to which the accounts pertain and to the State Government.

21-A. The Syndicate shall prepare before such date as may **Financial Estimates.** be prescribed by the Statutes, the financial estimates for the ensuing year along with annual accounts whether audited or not, of the preceding financial year and submit the same to the Senate. These estimates shall be considered by the Senate at its annual meeting and the resolutions of the Senate thereon shall be submitted to the State Government for information :

Provided that the Senate shall not pass any resolution so as to increase the total financial estimates on the expenditure side beyond the total estimated receipts.

22. The Syndicate may, (...) for reasons to be recorded in writing, incur any expenditure for which no provision has been made in the Budget or which is in excess of the amount provided in the Budget; but a report of the expenditure incurred shall be made to the Senate at its next meeting.

THE ACADEMIC COUNCIL.

23. (i) The Academic Council shall consist of the following members, namely :-

Class I — Ex-Officio Members

- (1) The Vice-Chancellor,
- (1-a) The Director of Higher Education,
- (2) The Director of Public Instruction,

(2-a) One person each nominated by the State Government from among the members of the Andhra Pradesh Sahitya Akademi, Sangeet Natak Akademi, Lalitha Kala Akademi and Science Akademi,

(3) The whole-time University Professors and other Professors appointed by the University,

(4) The Principals of the University, Affiliated and Recognised Colleges,

(5) The Heads of Departments in the University Colleges who are not otherwise members of the Academic Council,

(6) Such members of the Syndicate as are not otherwise members of the Academic Council.

Class II — Other Members

- (1) (.....)
- (2) (.....)

(ii) The Academic Council as constituted under subsection (i) may co-opt as members not more than fifteen persons

from among teachers of the University and Affiliated Colleges, as far as possible by rotation from such colleges for such period and in such manner as may be prescribed by Regulations so as to secure adequate representation of different branches of learning.

24. (1) The Academic Council shall, subject to the provisions of this Act and the Statutes, have the power by Regulations of prescribing all courses of study and of determining curricula and have general control of teaching within the University and be responsible for the maintenance of the standards thereof.

It shall have power to make Regulations consistent with this Act and the Statutes relating to all matters which by this Act or the Statutes may be provided for by Regulations and to amend or repeal such regulations.

(2) In particular and without prejudice to the generality of the foregoing power, it shall have power :—

- (a) to advise the Syndicate on all academic matters, including the control and management of the libraries ;
- (b) to constitute the several Faculties as set forth in section 25 and such other Faculties as may be prescribed ;
- (c) to formulate, modify or revise schemes for the constitution or reconstitution of departments of teaching ;
- (d) to make recommendations to the Senate for the institution of Professorships, Readerships, Lecturerships and other teaching posts and to the Syndicate in regard to the duties and emoluments thereof ;
- (e) to make recommendations to the Syndicate for the recognition of teachers qualified to give instruction in Affiliated and Oriental Colleges and hostels ;
- (f) to make Regulations for the encouragement of co-operation and reciprocity among colleges with a view to promoting academic life ;
- (g) to make regulations regarding the admission of students to the University or prescribing examinations as equiva-

lent to University Examinations or the further qualifications mentioned in sub-section (1) of section 34 for admission to the degree courses of the University ;

- (h) to make Regulations relating to courses, examinations and the conditions on which students shall be admitted to examinations for the degrees of the University ;
- (i) to decide the conditions under which exemptions relating to the admission of students to examinations may be given ;
- (j) to appoint a standing committee and to delegate to it or the Vice-Chancellor, powers to execute any of the functions assigned by this Act to the Academic Council ;
- (k) to make Regulations for the use of Telugu as medium of instruction and examination.

THE FACULTIES AND THE BOARDS OF STUDIES.

25. (1) The University shall include Faculties of –
The Faculties.

- (a) Oriental learning (including Sanskrit), and Ancient Indian Arts ;
- (b) Architecture, Music, Dancing and other Fine Arts ;
- (c) Arts, Sciences, Commerce, Technology, Engineering and Teaching ; and
- (d) such other Faculties as may be prescribed.

Each Faculty shall comprise such departments of teaching as may be prescribed by the Statutes.

(2) Each Faculty shall consist of –

- (a) such members of the Academic Council as are appointed to it, and
- (b) teachers in the University colleges and professional colleges who are not members of the Academic Council but are members of the Boards of Studies in the subjects included in the Faculty.

The functions of the Faculties shall be prescribed by the Statutes.

26. Separate Boards of Studies shall be attached to each department of teaching. The constitution and functions of the Boards of Studies shall be prescribed by the Ordinances.

CHAPTER V — GENERAL.

27. No person shall be qualified for election or nomination as a member of any of the Authorities of the University if he —

- Disqualification for membership.**
- (a) is, at the date of election or nomination, of unsound mind, a minor, a deaf-mute or is suffering from leprosy; or
 - (b) applies to be adjudicated an insolvent or is an undischarged insolvent; or
 - (c) has been convicted and sentenced by a criminal Court to transportation or imprisonment for a period of more than one year for an offence involving moral turpitude unless such sentence has been reversed or the offence has been pardoned or a period of five years has elapsed from the date of the expiration of the sentence; or
 - (d) is a *Statu Pupilarum* of the University.

In case of dispute or doubt, the Chancellor shall determine whether a person is or is not disqualified under this section and his decision shall be final.

28. Save as otherwise provided, if any question arises whether a person has been duly elected or nominated as or is entitled to be a member of any Authority of the University, the question shall be referred to the Chancellor, whose decision thereon shall be final.

29. All the Authorities of the University shall have power to appoint committees. Such committees may, unless there be some special provision

to the contrary, consist of members of the Authority concerned and of such other persons, if any as the Authority in each case may think fit

30 No act or proceeding of any Authority or other body of the University shall be deemed invalid by reason only of some defect in the constitution of the Authority or body or by reason of the existence of a vacancy or vacancies among its members or the invalidity of the election of any of its members.

31 (1) Save as otherwise provided, the Senate, the Syndicate, the Academic Council and the Finance Committee shall be reconstituted at or about the same time, every three years and members of these Authorities shall, except in the case of ex-officio members, life members and co-opted members (.....) hold office as members thereof up to the date of the next reconstitution.

(2) Any vacancy in the said membership occurring before the next reconstitution or before the expiry of the period prescribed under sub-section (ii) of section 23 shall be filled up as soon as conveniently may be, by the body or person who elected, nominated, appointed or co-opted the member whose place has become vacant and the person so elected, nominated, appointed or co-opted shall be member only for the residue of the term for which the person whose place he has filled, would have been a member :

Provided that no vacancy in the said membership occurring within six months before the next reconstitution shall be filled up until such reconstitution unless the Vice-Chancellor decides that it shall be filled up earlier.

(3) No member of an Authority specified in sub-section (1) who is elected, nominated, appointed or co-opted in his capacity as a member of a particular electorate or the holder of a particular appointment shall continue to be a member of such Authority on his ceasing to be a member of the particular electorate or the holder of the particular appointment.

(.....)

(4) Where an elected, nominated, appointed or co-opted member of an Authority specified in sub-section (1) is appointed temporarily to any of the offices by virtue of which he is entitled to be a member of that Authority ex-officio, he shall by notice in writing signed by him and communicated to the Vice-Chancellor within seven clear days from the date of his taking charge of his temporary appointment, choose whether he will continue to be a member of that Authority by virtue of his election, nomination, appointment or co-option or whether he will vacate office as such member and become a member ex-officio by virtue of his temporary appointment and the choice shall be final. On failure to make such choice he shall be deemed to have vacated his office as an elected or nominated or appointed or co-opted member.

(5) Vacancies arising by efflux of time among elected members of any Authority specified in sub-section (1) may be filled at elections which may be fixed by the Vice-Chancellor to take place on such days, not earlier than three months before the date on which the vacancies arise, as he thinks fit.

31-A. Notwithstanding anything in this Act, the members of the Senate, the Syndicate and the Academic Council constituted and functioning before the commencement of Sri Venkateswara University (Amendment) Act, 1966 shall continue to be such members and function only until a new Senate, Syndicate or Academic Council, as the case may be, is reconstituted under this Act. On the reconstitution of such new Senate, Syndicate or Academic Council, the members of the Senate other than the life members thereof, the members of the Syndicate or Academic Council, as the case may be, holding office immediately before such reconstitution, shall cease to hold that office.

32. The Senate may, on the recommendation of not less than two-thirds of the members of the Syndicate and by the votes of not less than one-half of the total membership of the Senate

and two-thirds of the members present and voting, remove the name of any person from the register of graduates and remove any person from membership of any Authority or Board of the University if he has been convicted by a Court of law of what in the opinion of the Senate is an offence involving moral turpitude or if he has been guilty of scandalous conduct and for the same reasons may withdraw any degree or diploma conferred or granted by the University.

The Senate may also remove any person from the membership of any Authority of the University if he becomes of unsound mind or a deaf-mute or is suffering from leprosy.

32-A. All graduates of the University and holders of such **Registered Graduates.** of the Oriental titles and diplomas as may be laid down by the State Government shall be entitled to have their names enrolled in the register of registered graduates and to enjoy all privileges of registration :

Provided that all graduates registered before the commencement of Sri Venkateswara University (Amendment) Act, 1966, whether by Sri Venkateswara University or not, shall continue to be on the roll of registered graduates.

CHAPTER VI - TEACHING AND ADMISSION OF STUDENTS.

33. (1) No attendance at any instruction other than that conducted or recognized by the University shall qualify for admission to an examination of the University other than the entrance examination to the University.

Attendance at recognised instruction.

(2) The Authorities responsible for organizing such instruction shall be those prescribed.

(3) The courses of study and curricula shall be those prescribed.

34. (1) No student shall be eligible for admission to a course of study qualifying for admission to a post-matriculation University examination

Admission to University Courses.

unless he has passed the examination prescribed as qualifying for admission to such course or an examination recognized by the Academic Council as equivalent thereto and possesses such further qualifications, if any, as may be prescribed.

(2) Every candidate for a University examination shall, unless exempted from the provisions of this section by an order of the Syndicate made in accordance with conditions laid down by the Academic Council, be an enrolled member of a University College or an Affiliated College or an Oriental College.

34-A The University shall recognise every degree conferred or diploma granted by any other University in the State as equivalent to the corresponding degree or diploma conferred or granted by the University.

Recognition of Degrees and Diplomas.

CHAPTER VII - APPOINTMENT OF TEACHERS, ETC.

35. (1) Save as otherwise provided, every salaried officer and teacher of the University shall be appointed under a written contract.

Conditions of Service.

(2) The contract shall be lodged with the Registrar and a copy thereof shall be furnished to the officer or teacher concerned.

36. There shall be constituted a Selection Committee in regard to the appointment of teachers of and above the rank of Lecturers which shall consist of the following persons, namely:—

Constitution of a Selection Committee.

- (1) The Vice-Chancellor who shall be the ex-officio Chairman of the Committee;
- (2) The Director of Higher Education;
- (3) The Chairman of the Faculty concerned;
- (4) The Chairman of the Board of Studies concerned;
- (5) The Head of the Department concerned;

(6) In regard to appointment of teachers of and above the rank of Readers, the Selection Committee shall also include two persons nominated by the Syndicate, who shall not be members of the Syndicate, Senate or Academic Council :

Provided that no person shall participate in the meetings of a Selection Committee for any appointment if he is, or if he is a near relative of, a candidate for that appointment :

Provided further that no teacher holding a post lower in rank than the one to which the appointment is to be made shall be a member of the Selection Committee.

37 Where any pension, insurance or provident fund has been constituted by the University for the benefit of its officers, teachers or servants, the State Government may declare that the provisions of the Provident Funds Act, 1925 (Central Act XIX of 1925), shall apply to such fund as if it were a Government Provident Fund.

CHAPTER VIII – UNIVERSITY FUNDS, ETC.

38. The University may establish under its direct control and management such scientific, technical and other colleges as may be agreed upon from time to time between the University and the State Government.

39. The University shall have a general fund to which shall be credited –

(1) its income including fees and endowments;

(2) contributions which may be made by the State Government on such conditions as they may impose towards the development of laboratories, libraries, museums and workshops and the salaries of such teachers of the University as are appointed for research and for the advancement and dissemination of knowledge in particular branches of learning.

40. The University shall have such other funds and maintain such accounts as the Senate may determine.
Constitution of other Funds etc.

40-A. (1) There shall be constituted a Finance Committee which shall consist of the following persons, namely :—
Finance Committee.

- (a) the Vice-Chancellor;
 - (b) the Secretary to the State Government in the Finance Department;
 - (c) two members chosen by the Syndicate from among its members.
- (2) The Finance Committee shall have the following duties and powers, namely :—
- (a) to examine the annual accounts of the University and to advise the Syndicate thereon;
 - (b) to examine the annual budget estimates and advise the Syndicate thereon;
 - (c) to review the financial position of the University from time to time;
 - (d) to make recommendations to the Syndicate on all matters relating to the finances of the University;
 - (e) to make recommendations to the Syndicate on all proposals involving expenditure for which no provision has been made in the budget or which involve expenditure in excess of the amount provided in the budget.

40-B. The University may borrow money from the Government of India or the State Government or the University Grants Commission or a Bank or a Corporation for the purposes of the University.
Borrowing of money.

41. The State Government may, at any time after the commencement of this Act, transfer to the University the control and management of any of their institutions on such terms and conditions as may be deemed proper.
Transfer of Government institutions to the University.

CHAPTER IX - STATUTES, ORDINANCES AND REGULATIONS.

42 The Senate shall have power to make Statutes subject to the provisions of this Act, and such Statutes may provide for all or any of the following matters, namely :-

- (a) the constitution, powers and duties of the Authorities of the University;
- (b) the powers, duties and conditions of service for the officers of the university other than the Chancellor and the Pro-Chancellor;
- (c) the method of election to the Authorities of the University and, save as otherwise provided, the procedure at meetings of such Authorities, including the quorum for the transaction of business by them ;
- (d) the conditions of affiliation of colleges affiliated to the University;
- (e) the giving of religious instruction;
- (f) the classification and the mode of appointment of the teachers of the University;
- (g) the holding of Convocations to confer degrees ;
- (h) (.....)
- (i) the institution of a pension or provident fund for the benefit of the teachers of the University or its servants ;
- (j) The maintenance of a register of registered graduates;
- (k) the institution and maintenance of University colleges and laboratories and hostels ;
- (l) the administration of endowments and the institution of and conditions of award of fellowships, travelling fellowships, scholarships, studentships, bursaries, exhibitions, medals and prizes; and
- (m) all matters which by this Act may be prescribed by Statutes.

43. (1) The Senate may take into consideration the draft Statutes **how made.** of a Statute either of its own motion or on a proposal by the Syndicate.

(2) The Senate, before passing a Statute taken into consideration of its own motion and affecting the powers or duties of any officer or Authority, of the University shall ascertain and consider the views of the officer or Authority concerned and of the Syndicate thereon.

- (3) The Syndicate shall not propose the draft of a Statute-
- (a) affecting the status, powers or constitution of any Authority of the University until such Authority is given an opportunity of expressing its opinion on the proposal; such opinion shall be in writing and the draft Statute together with such opinion shall be considered by the Senate and submitted to the Chancellor ;
 - (b) affecting the conditions of affiliation of colleges to the University without consulting the Academic Council.
- (4) (a) Any draft of a Statute proposed by the Syndicate and rejected by the Senate shall be submitted to the Chancellor who may refer it back to the Senate for further consideration.
- (b) Every Statute passed by the Senate shall be submitted to the Chancellor who may give or withhold his assent thereto or refer it back to the Senate for reconsideration.
- (c) No Statute passed by the Senate shall have validity until assented to by the Chancellor.

44. The Syndicate shall have power to make Ordinances **Ordinances.** subject to the provisions of this Act and the Statutes, and such Ordinances may provide for all or any of the following matter, namely :—

- (a) (i) the levy of fees in colleges maintained by the University ;
- (ii) the fees to be charged for admission to the examinations, degrees and diplomas of the University;

- (b) the conditions of residence of the students of the University and the levy of fees for residence in hostels maintained by the University ;
- (c) the conditions of recognition of hostels not maintained by the University ;
- (d) the number, qualifications and emoluments of teachers of the University ;
- (e) the fees to be charged for courses of study given by teachers of the University, for lectures, for tutorial and supplementary instruction provided by the University, and for services rendered by the University Office ;
- (f) The appointment and duties of examiners ;
- (g) the conduct of examinations ;
- (h) the constitution and determination of the functions of the Boards of Studies ; and
- (i) all matters which by this Act or by the Statutes may be provided for by the Ordinances.

45. (1) In making Ordinances the Syndicate shall consult the Academic Council when such Ordinances affect the appointment and duties of examiners or the conditions of residence of students.

(2) All Ordinances made by the Syndicate shall take effect from such date as it may direct, but every Ordinance so made shall be submitted as soon as may be after it is made to the Chancellor and the Senate and shall be considered by the Senate at its next meeting. The Senate shall have power, by a resolution passed by a majority of not less than two-thirds of the members present at such meeting, to cancel or modify any such Ordinance.

(3) The Chancellor may direct that the operation of any Ordinance shall be suspended until such time as the Senate has had an opportunity of considering the same.

46. (1) The Academic Council shall have power to make Regulations. Regulations subject to the provisions of this Act, and such Regulations may provide for all or any of the following matters, namely -

- (a) the encouragement of co-operation and reciprocity among colleges;
- (b) the admission of students to the University or prescribing the examinations to be recognized as equivalent to University examinations;
- (c) the University courses and examinations and the conditions on which students of affiliated colleges shall be admitted to examinations for the degrees and diplomas of the University: and
- (d) the grant of exemptions.

(2) All Regulations shall have effect from such date as the Academic Council may direct, but every Regulation made by the Academic Council shall be submitted as soon as may be to the Senate which shall consider it at its next meeting. The Senate shall have power, by a resolution passed by a majority of not less than two-thirds of the members present at such meeting, to cancel or modify any such Regulation.

CHAPTER X — TRANSITORY PROVISIONS, ETC.

47. (1) During the period commencing with the academic Affiliation and disaffilia- year 1954 and ending with the close of the tion of Colleges. academic year 1955, the colleges in the University area (except, the University colleges) which are now affiliated to the Madras University shall be affiliated to Andhra University and the provisions of the Andhra University Act, 1925 (Act II of 1926) shall during the said period have effect as if —

- (i) in section 2 of the said Act, for clause (h), the following clause had been substituted, namely:—

“(h) ‘District’ means any of the following districts, namely, Srikakulam, Visakhapatnam, West Godavari,

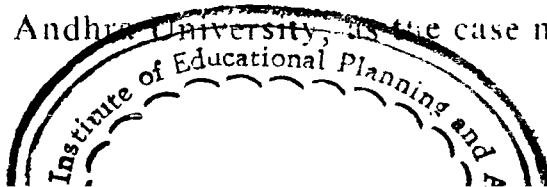
East Godavari, Krishna, Guntur, Nellore, Anantapur, Cuddapah, Kurnool and Chittoor".

- (ii) in section 3 (1) (a) of the said Act, for the words "the area comprising the present districts of Srikakulam, Visakhapatnam, West Godavari, East Godavari, Krishna, Guntur and Nellore" the words "the area comprising the present districts of Srikakulam, Visakhapatnam, West Godavari, East Godavari, Krishna, Guntur, Nellore, Anantapur, Kurnool, Cuddapah and Chittoor" had been substituted.

(2) The Colleges mentioned in sub-section (1) and the colleges in the Nellore district shall, with effect from the commencement of the academic year 1956, be disaffiliated from the Andhra University and be affiliated to Sri Venkateswara University.

(3) (a) Notwithstanding anything contained in the Andhra University Act, 1925 or the Ordinances made thereunder, any student of a college affiliated to the Andhra University under sub-section (1) who was studying for any examination of the Madras University shall be permitted to complete his course in preparation therefor, and the Andhra University shall make arrangements for holding for such students examinations, for such period as may be prescribed, in accordance with the curricula of studies of the Madras University.

(b) Notwithstanding anything contained in this Act or the Ordinances, any student of Sri Venkateswara University Colleges, who was studying for any examination of the Madras University or any student of a college affiliated to Sri Venkateswara University under sub-section (2) who was studying for any examination of the Andhra University shall be permitted to complete his course in preparation therefor, and Sri Venkateswara University shall make arrangements for holding for such students, examinations, for such period as may be prescribed, in accordance with the curricula of studies of the Madras or the Andhra University, as the case may be.



48. Notwithstanding anything contained in section 112, within three months after the passing of this Act, the first Vice-Chancellor shall be appointed by the Chancellor on a salary to be fixed by him for a period not exceeding three years on such conditions as he thinks fit.

49. Notwithstanding anything contained in section 113, within three months after the passing of this Act, the first Registrar shall be appointed by the Chancellor on a salary to be fixed by him for a period not exceeding three years on such conditions as he thinks fit.

50. (1) It shall be the duty of the Vice-Chancellor to make arrangements for constituting the Senate, the Syndicate, and the Academic Council within six months after the date of his appointment or such longer period as the State Government may, by notification, direct.

(2) The Vice-Chancellor shall, with the assistance of an Advisory Committee, the members of which shall be nominated by the Chancellor, draw up any rules that may be necessary for regulating the method of election to those Authorities, subject to the provisions of this Act and the approval of the Chancellor.

(3) The Authorities constituted under sub-section (1) shall commence to exercise their functions on such date or dates as the State Government may, by notification, direct.

51. The first Statutes, Ordinances and Regulations shall be made by a Committee consisting of the Vice-Chancellor, as Chairman, and two or more persons nominated thereto by the Chancellor and shall come into force on such date or dates as the Chancellor may appoint in that behalf after being approved by the Chancellor and published in the *Andhra Pradesh Gazette*.

52. Until the Authorities of the University are constituted under section 50, sub-section (1), the Vice-Chancellor, shall, subject to the approval of the Chancellor, have power –

(1) to appoint such advisory of selection committees as he may think fit ;

(2) to appoint such members of the teaching staff as may be necessary ; and

(3) to appoint such ministerial and lower grade staff as may be necessary.

53. (1) Notwithstanding anything contained in any other Act, no construction or reconstruction of a building shall be allowed within a distance of one mile from the limits of the University campus except and in accordance with the terms of the permission granted by the State Government or by any officer or authority authorized by them in this behalf; and the grant of such permission shall be regulated by rules made by the State Government having regard to the interests and the proper functioning of the University; and all such rules shall be published in the *Andhra Pradesh Gazette*.

(2) Whoever uses a building for a purpose other than that specified in the sanction given for its construction or reconstruction under sub-section (1) shall be punishable with fine which may extend to five hundred rupees.

(3) (a) Whoever contravenes the provisions of sub-section (1) shall be punishable with fine which may extend to five hundred rupees.

(b) Whoever, after having been convicted of an offence under sub-section (1) or sub-section (2), continues to commit such offence, shall be punishable for each day after the previous date of conviction during which he continues so to offend, with fine which may extend to ten rupees for each such day, and shall also be liable to imprisonment for a term which may extend to six months.

Explanation :— In this section, the expressions "building", "construction" and "reconstruction", shall have the same meanings as in the Andhra Pradesh (Andhra Area) District Municipalities Act, 1920 (Act V of 1920).

54. If any difficulty arises as to the first constitution or reconstitution or appointment of any Authority or officer of the University or otherwise in first giving effect to the provisions of this Act, the State Government, as occasion may require, may by order do any thing which is necessary for the purpose of removing the difficulty :

Power to remove difficulties.

Provided that the power conferred by this section shall not be exercisable after the expiration of three years from the commencement of this Act.

55. In the Andhra University Act, 1925 (Act II of 1926) —
Amendment of sections 2, 3 and 15, Act II of 1926.

- (i) in section 2 (*h*), for the words "Guntur or Nellore" the words "or Guntur" shall be substituted ;
- (ii) in section 3 (1) (*a*), for the words "Guntur and Nellore" the words "and Guntur" shall be substituted ;
- (iii) in section 15, Class III —
 - (*a*) in clause (4), for the words "Guntur, Nellore, Anantapur, Cuddapah, Kurnool and Chittoor," the words "and Guntur" shall be substituted ;
 - (*b*) in clause (5), sub-clause (*b*) shall be omitted.

56. In section 29 of the Andhra Pradesh (Andhra area, Hindu Religious and Charitable Endowments Act, 1951 (Act XIX of 1951) (herein after referred to as the principal Act), after sub-section (4), the following sub-sections shall be inserted, namely :—

Amendment of section 29, Act XIX of 1951.

"(4-A). The proviso to sub-section (1) and sub-sections (2), (3) and (4) of this section shall not apply where the proposed

transaction relates to disposal by lease or otherwise of any immovable property of the Devasthanams for the purpose of establishment, maintenance or development of Sri Venkateswara University at Tirumalai-Tirupati.

(4-B). Nothing contained in this section shall be deemed to prevent any arrangement (other than an exchange, sale, mortgage or lease) under which any immovable property of the Devasthanams is placed at the disposal of Sri Venkateswara University for the purpose of its establishment, maintenance or development.”

57. Section 85 of the principal Act shall be renumbered as **Amendment of section 85, Act XIX of 1951.** sub-section (1) of that section and to the section as so renumbered, the following sub-section shall be added, namely :—

“(2) The Devasthanams shall, every year, out of its funds, set apart a sum of not less than two and a half lakhs of rupees towards the maintenance of Sri Venkateswara University.”

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SCHEDULE — I

A — SRI VENKATESWARA UNIVERSITY ACT, 1954 *

The following Act of the Andhra Legislature which was reserved by the Governor on the 16th June 1954 for the consideration of the President, received the assent of the President on the 19th July 1954 and is hereby published for general information :—

ACT No. XIV OF 1954.

An Act to provide for the establishment and incorporation of a Residential, Teaching and Affiliating University in Tirumalai-Tirupati area.

WHEREAS it is desirable to establish and incorporate a Residential, Teaching and Affiliating University in Tirumalai-Tirupati area in the Chittoor district for the encouragement of higher education and research in all branches of learning, particularly in Oriental learning, Sanskrit, Ancient Indian Arts and Culture, Architecture and other Fine Arts;

It is hereby enacted as follows :—

CHAPTER I — PRELIMINARY.

1. (1) This Act may be called Sri Venkateswara University Short title, extent and Act, 1954.
commencement.

(2) It extends to the area comprising the districts of Anantapur, Cuddapah, Kurnool, Chittoor and Nellore in the State of Andhra

(3) This section and sections 48 and 49 shall come into force at once, section 55 shall come into force from the commencement of the academic year 1956, and the remaining provisions shall come into force on such date or dates as the

* Published in Part IV-B—Extraordinary of the Andhra Gazette, No. 14, dated 20-7-54 (Pages 97 to 127).

State Government may, by notification in the *Andhra Gazette*, appoint, and different dates may be appointed for different provisions or parts thereof:

Provided that the provisions of this Act relating to affiliation or recognition of Colleges in the University area shall take effect only from the commencement of the academic year 1956.

(4) The Madras University Act, 1923 (Madras Act VII of 1923), shall not, after the commencement of this Act, apply in areas to which the provisions of this Act apply.

(5) The Andhra University Act, 1925 (Madras Act II of 1926), shall not, after the commencement of the academic year 1956, apply in areas to which the provisions of this Act apply.

2. In this Act, unless there is anything repugnant in the **Definition.** subject or context—

- (a) "Affiliated College" means a college within the University area affiliated to the University in accordance with the conditions prescribed;
- (b) "District" means a district within the area comprising the districts of Anantapur, Cuddapah, Kurnool, Chittoor and Nellore;
- (c) "First-Grade College" means a college established by, or affiliated to, the University for providing courses of study qualifying students for admission to the examinations for the ordinary Degree in Arts or Science in accordance with the Regulations prescribed;
- (d) "Honours College" means a University College in which provision is made for Honours or Post-graduate Courses of study leading up to the higher Degrees of the University;
- (e) "Hostel" means a unit of residence for students of the University maintained or recognised by the University in accordance with the provisions of this Act;

- (f) "Notification" means a notification published in the *Andhra Gazette* ;
- (g) "Oriental College" means a college recognized by or affiliated to the University under conditions prescribed for qualifying students for Degrees, Titles or Diplomas of the University in Oriental learning ;
- (h) "Prescribed" means prescribed by the Statutes, Ordinances or Regulations ;
- (i) "Principal" means the head of a college ;
- (j) "Professional College" means a college established or maintained by the University or affiliated to the University for providing courses of study leading up to the professional degrees of the University in accordance with the Regulations prescribed ;
- (k) "Registered graduates" means graduates registered under conditions prescribed in this behalf ;
- (l) "Second-Grade College" means a college established by or affiliated to the University for providing courses of study qualifying students for the Intermediate Examinations in Arts and Science according to the Regulations prescribed but not to the Degree examinations of the University ;
- (m) "Teachers" means Professors, Readers and Lecturers and such persons giving instruction in the University or in any affiliated or Oriental College as may be declared by the Statutes to be teachers ;
- (n) "Teachers of the University" means teachers appointed by the University to give instruction on its behalf ;
- (o) "University" means Sri Venkateswara University as constituted under this Act ;
- (p) "University area" means the area comprising the districts to which this Act applies ;

- (q) "University campus" means the area comprised within the limits of the headquarters of Sri Venkateswara University as notified by the State Government from time to time in the *Andhra Gazette*.
- (r) "University College" means a college established or maintained by the University and providing courses of study qualifying students for admission to University examinations in accordance with the Regulations prescribed;
- (s) "University Professor" means a person appointed as such by the University.

CHAPTER II — THE UNIVERSITY.

3. (1) There shall be constituted in and for the area comprising the districts of Anantapur, Cuddapah, Kurnool, Chittoor and Nellore, a University by the name of Sri Venkateswara University:

Provided that the affiliation of Colleges in the said districts to this University shall come into force only from the commencement of the academic year 1956.

(2) It shall be Residential and Teaching to start with and shall be also an Affiliating University from the commencement of the academic year 1956, and shall consist of a Chancellor, a Pro-Chancellor, a Vice-Chancellor, a Senate, a Syndicate and an Academic Council. It shall be a body corporate having perpetual succession and a common seal and shall sue and be sued by the said corporate name.

(3) In all suits and other legal proceedings by or against the University, the pleadings shall be signed and verified by the Registrar and all processes in such suits and proceedings shall be issued to, and served on the Registrar.

(4) The headquarters of the University shall be located at Tirumalai or Tirupati or in any place within a radius of ten miles around either of them.

4. The University shall have the following objects and Powers of the University. powers, namely :--

(1) to provide for instruction and training in such branches of learning as it may think fit and to make provision for research and for the advancement and dissemination of knowledge;

(2) to cultivate and promote the development of the study of and research in—

- (a) Sanskrit and other Oriental languages, Ancient Indian Arts and Culture;
- (b) Architecture, Music, Dancing and other Fine Arts;
- (c) Arts and Humanities, Sciences, Technology, Engineering, Commerce, Teaching, Theology and Philosophy; and
- (d) Such other subjects as may be prescribed;

(3) to hold examinations and to confer degrees and other academic distinctions on persons who have pursued a course of study in the University and its affiliated colleges and institutions;

(4) to confer degrees and other academic distinctions on persons who have carried on research under conditions prescribed;

(5) to confer honorary degrees or other distinctions on approved persons under conditions prescribed;

(6) to institute Professorships, Readerships, Lecturerships and any other teaching posts required by the University and to appoint persons therefor;

(7) to hold and manage endowments and to institute and award fellowships, scholarships, exhibitions, bursaries, studentships, medals and prizes;

(8) to institute, take over and maintain colleges and hostels, to affiliate or recognize colleges and hostels not maintained by the University and to withdraw such affiliation or recognition;

(9) to erect, equip and maintain laboratories and libraries;

(10) to fix fees and demand and receive such fees as may be prescribed ;

(11) to make grants from the funds of the University for the maintenance of National Cadet Corps ;

(12) to make grants from the funds of the University for the maintenance of institutions or associations devoted for educational purposes ;

(13) to institute and manage —

- (a) a Publication Bureau ;
- (b) an Employment Bureau ;
- (c) Students' Unions ;
- (d) University Athletic Clubs ; and
- (e) other similar associations ;

(14) to co-operate with other Universities, Educational Institutions and authorities in such manner and for such purposes as may be determined ; and

(15) generally to do all such other acts and things, as may be necessary or desirable in order to further the objects of the University and to promote the interests of its students.

5. No benefaction shall be accepted by the University, which, in the opinion of the Authorities of the University, involves conditions or obligations as to religious belief in the admission or appointment of members, students, teachers or in any other connection whatsoever :

Provided that nothing in this section shall prevent the University from accepting any such benefaction intended for the promotion of research in any branch of study.

6. (1) The University shall have power to constitute the Sri Venkateswara Colleges as University institutions as Colleges. Colleges.

(2) The colleges in the University area [other than the University Colleges mentioned in sub-section (1)] which remain

affiliated to the Andhra University at the commencement of the academic year 1956 shall be and shall have the privileges of affiliated colleges under this Act.

(3) The University shall have power to admit any other colleges in the University area to affiliation as a First-Grade College, a Second-Grade College, an Oriental College or a Professional College in accordance with the Statutes.

(4) The University shall have power to grant recognition to any college in the University area as an Oriental College in accordance with the Statutes.

(5) No college in the University area shall be affiliated to any University other than Sri Venkateswara University after the commencement of the academic year 1956.

7. Every student of the University shall reside in a hostel
Residence. or under such conditions as may be prescribed.

8. (1) The State Government shall have the right to cause
Inspection. an inspection to be made, by such person or persons as they may direct, of the University, its buildings, laboratories, libraries, museums, workshops and equipment, and of any institutions maintained by or affiliated to the University, and also of the teaching and other work conducted or done by the University, and to cause an inquiry to be made in respect of any matter connected with the University. The State Government shall in every case give notice to the University of their intention to cause such inspection or inquiry to be made and the University shall be entitled to be represented thereat

(2) The State Government shall forward to the Vice-Chancellor a copy of the inspection report for obtaining the views of the Syndicate, and on receipt of such views, the State Government may tender such advice as they consider necessary and fix a time-limit for action to be taken by the University.

(3) The State Government may, where action has not been taken by the University within the time fixed to their satis-

faction, after considering any explanation furnished or representation made by the Syndicate, issue such directions as they may think fit, and the University shall comply with such directions.

CHAPTER III—OFFICERS OF THE UNIVERSITY.

9. The following shall be the officers of the University :—
Officers of the University,

- (i) The Chancellor,
- (ii) The Pro-Chancellor,
- (iii) The Vice-Chancellor,
- (iv) The Principal of the University Colleges,
- (v) The Registrar, and
- (vi) Such other persons as the Statutes may declare to be officers of the University.

10. (1) The Chief Justice shall be the Chancellor. He shall, by virtue of his office, be the head of the University and the President of the Senate and shall, when present, preside at Meetings of the Senate and at Convocations of the University. He shall exercise such other powers and perform such other duties as may be conferred on or vested in him by or under the provisions of this Act.

(2) Where power is conferred upon the Chancellor to nominate persons to any Authorities, he shall, to the extent necessary, nominate persons to represent interests not otherwise adequately represented.

11. (1) The Minister in charge of the portfolio of Education in the State of Andhra shall be the Pro-Chancellor of the University.

(2) In the absence of the Chancellor, or during the Chancellor's inability to act, the Pro-Chancellor, shall exercise all the functions of the Chancellor.

12. (1) (a) The Vice-Chancellor shall be the academic head and the principal Executive Officer of the University and shall exercise general control over its affairs. He shall be a wholetime officer of the University and may be paid such salary as may be prescribed.

(b) He shall be elected by the Senate, shall hold office for a period of five years and shall be eligible for re-election.

(c) He shall, by virtue of his office, be a member and Chairman of the Syndicate and of the Academic Council and shall preside at the meetings of the Senate and at Convocations of the University in the absence of the Chancellor and the Pro-Chancellor.

(d) He shall be entitled to be present at and address at any stage any meeting of any Authority of the University but not to vote thereat, unless he is a member of the Authority concerned.

(e) He shall have power to convene meetings of the Senate, the Syndicate and the Academic Council.

(f) It shall be his duty to see that the provisions of this Act, the Statutes, the Ordinances and the Regulations are duly observed and he may exercise all powers necessary for this purpose.

(g) He shall have power to interpret the provisions of this Act, the Statutes the Ordinances and the Regulations, and any person or Authority aggrieved may, within such time as may be prescribed, appeal to the Chancellor, whose decision shall be final.

(h) He shall give effect to the orders of the Syndicate regarding the appointment, suspension and dismissal of the teachers and servants of the University.

(i) He shall have such other powers as may be prescribed.

(2) (a) When, with regard to any matter in which any officer or Authority may take action, the Vice-Chancellor considers immediate action desirable, he may, subject to the general control of the Chancellor, take such action as may be necessary but shall, as soon as may be, report the action taken to the officer or Authority concerned.

- (b) An appeal shall lie to the Syndicate against any action taken by the Vice-Chancellor under clause (a) affecting any person in the service of the University, at the instance of such person. Such appeal shall be filled within thirty days from the day on which such person has notice of the action taken.
- (3) (a) In the temporary absence of the Vice-Chancellor on leave, by reason of illness or other cause, or pending the filling of a vacancy caused in any other manner, the Syndicate may, subject to the approval of the Chancellor, make suitable arrangements for the exercise of the powers and the performance of the duties of the Vice-Chancellor.
- (b) In the temporary absence of the Vice-Chancellor, when he is on other duty pertaining to the University or the State or the Central Government, the Syndicate may, subject to the approval of the Chancellor, appoint a Vice-Chancellor-in-charge for the performance of the routine duties and functions of his office.
- (4) It shall be competent for the Chancellor to accept the resignation of the Vice-Chancellor.
- (5) When the post of the Vice-Chancellor falls permanently vacant either by resignation, death of the Vice-Chancellor or otherwise, the vacancy shall be filled in by election by the Senate in accordance with the provisions of clause (b) of sub-section (1) and the Vice-Chancellor so elected shall hold office for the residue of the term of office of the Vice-Chancellor in whose place he is elected.

13. (1) The Registrar shall be a wholetime paid officer of the University appointed by the Syndicate on such terms as may be prescribed by the Statutes.

(2) The Registrar shall act as the Secretary of the Syndicate, the Senate and the Academic Council and shall exercise such powers and perform such duties as may be prescribed.

CHAPTER IV — AUTHORITIES OF THE UNIVERSITY.

14. The following shall be the Authorities of the University, namely :—

- (i) The Senate,
- (ii) The Syndicate,
- (iii) The Academic Council,
- (iv) The Faculties,
- (v) The Boards of Studies, and
- (vi) Such other bodies as the Statutes may declare to be Authorities of the University.

THE SENATE

15. The Senate shall consist of the following persons, namely :—

Class I - Ex-Officio Members

- (1) The Chancellor,
- (2) The Pro-Chancellor,
- (3) The Vice-Chancellor,
- (4) The Director of Public Instruction,
- (5) The Director of Medical Services,
- (6) The Director of Industries,
- (7) The Director of Agriculture,
- (8) The Principals of the University and the Affiliated Colleges,
- (9) The whole-time University Professors and other Professors appointed by the University,
- (10) The members of the Syndicate who are not otherwise members of the Senate, and
- (11) The Chairman of the Board of Trustees of the Tirumala-Tirupati Devasthanams.

Class II - Life Members

(1) Such number of persons not exceeding three as may be appointed, on the recommendation of the Syndicate, by the Senate to be Life Members on the ground that they have rendered eminent services to education.

(2) All persons who make a donation of not less than Rs. 25,000 to or for the purposes of the University.

Class III - Other Members

(1) Twelve persons elected by the registered graduates from among themselves according to the principle of proportional representation by means of the single transferable vote;

(2) Six persons elected by the Academic Council from among its members;

(3) Three persons elected from among themselves by the members of the Andhra Legislative Assembly according to the principle of proportional representation by means of the single transferable vote;

(4) One person elected by the Municipal Councillors and Presidents of Panchayat Boards in each District in the State of Andhra;

(5) Two persons nominated by the Vice-Chancellor from among the Heads of Departments in the University Colleges who are not Professors;

(6) Ten persons nominated by the Chancellor of whom two shall represent the Tirumalai-Tirupati Devasthanams and one shall represent the Andhra Chamber of Commerce;

(7) Every association making a donation of not less than Rs. 25,000 to or for the purposes of the University shall be entitled to nominate one person to the Senate who shall be a member for five years and if such member vacates his office before the expiry of the period of five years, another person may be nominated in his place by the association concerned, who shall hold office for the residue of such period and the same

provision shall apply in all cases of vacancies arising before the expiry of such period;

(8) Seven persons nominated by the Chancellor to represent the following languages in the University area and allotted as follows :

Telugu	...	Three
Tamil	...	} One each
Kanarese	..	
Sanskrit	...	
Urdu	...	

16. (1) The Senate shall have and exercise the following Powers of the Senate. powers, namely :—

- (a) to make Statutes and to amend or repeal the same and to consider, modify or cancel Regulations and Ordinances in the manner prescribed by or under this Act;
- (b) to provide for instruction and training in such branches of learning as it thinks fit;
- (c) to institute and maintain University colleges ;
- (d) to provide for research and advancement and dissemination of knowledge ;
- (e) to institute Professorships, Readerships, Lecturerships and other teaching posts required by the University on the motion of the Syndicate and after considering the proposals of the Academic Council therefor ;
- (f) to establish, equip and maintain University Laboratories, Libraries and Research Institutes;
- (g) (i) to prescribe general conditions of affiliation and recognition and to suspend or withdraw affiliation or recognition, as the case may be, on the recommendation of the Syndicate and after consultation with the Academic Council;
- (ii) to control in general all Colleges in the University area in the manner prescribed by the Statutes;

- (h) to confer degrees and other academic distinction on persons who—
 - (i) shall have pursued an approved course of study in a University or an Affiliated College or an Oriental College and shall have passed the prescribed examinations of the University ; or
 - (ii) shall have carried on research under conditions prescribed ;
- (i) to confer honorary degrees or other distinctions on approved persons in the manner prescribed ;
- (j) to institute fellowships, travelling fellowships, scholarships, exhibitions, bursaries, studentships, medals and prizes ;
- (k) to provide for lectures and instruction to persons not being students of the University and to grant diplomas to them ;
- (l) to establish and maintain hostels ;
- (m) to prescribe the fees to be charged for the affiliation or recognition of colleges, and for the registration of graduates ;
- (n) to consider and pass resolutions on the annual report, the annual accounts and the financial estimates of the University;
- (o) to enter into any agreement with the State or Central Government or with a private management for assuming the management of any institution and taking over its properties and liabilities or for any other purpose not repugnant to the provisions of this Act;
- (p) to delegate such of its powers as it deems fit to any Authority or Authorities constituted under this Act or the Vice-Chancellor ;
- (q) to co-operate with other Universities and other authorities in such manner and for such purposes as it may determine ;

- (r) to review the action of the Syndicate and the Academic Council save where the Syndicate and the Academic Council have acted in accordance with powers conferred on them under this Act or under the Statutes, Ordinances or Regulations.
- (2) (a) The Senate shall exercise all the powers of the University not otherwise provided for and all powers requisite to give effect to the provisions of this Act.
- (b) The Senate shall constitute a Privileges Committee-consisting of not less than eight members of the Senate elected from among themselves to deal with the rights and privileges of the Senate and to deal with matters connected therewith.

17. (1) There shall be at least two ordinary meetings of Meetings of the Senate. the Senate in a year, one of which shall be called the annual meeting.

The Senate may also meet at such other times as it or the Vice-Chancellor may, from time to time, determine.

(2) Upon a requisition in writing signed by not less than fifteen members of the Senate, the Vice-Chancellor shall convene a meeting of the Senate.

(3) Fifteen members shall form the quorum for a meeting of the Senate :

Provided that such quorum shall not be required at a convocation of the University or a meeting of the Senate held for the purpose of conferring degrees, titles, diplomas or other academic distinctions.

(4) In the absence of the Chancellor, the Pro-Chancellor and the Vice-Chancellor from any meeting of the Senate, the members present at the meeting shall choose one of their number to preside thereat.

THE SYNDICATE.

18. The Syndicate shall, in addition to the Vice-Chancellor, The Syndicate. consist of the following persons, namely:-

Class I — Ex-Officio Members.

- (1) The Director of Public Instruction
- (2) The Principal of the University Colleges.
- (3) The Executive Officer of the Tirumalai-Tirupati Devasthanams.
- (4) The Secretary to the State Government in the Finance Department.

Class II — Other Members.

- (1) Four persons elected by the Senate from among its members.
- (2) Two persons elected by the Academic Council from among its members.
- (3) Two persons nominated by the Chancellor :

Provided that no employee of the University, other than the Principal of the University Colleges, shall be a member of the Syndicate.

19. The Syndicate shall be the executive authority of the Powers and duties of the Syndicate University and shall have power—

- (a) to direct the form, custody and use of the common seal of the University;
- (b) to hold, control and administer the property and funds of the University;
- (c) subject to such Statutes as may be made in this behalf, to appoint or dismiss, remove or suspend the teachers of the University, fix their emoluments and define their duties and the conditions of their service ;
- (d) subject to such Ordinances as may be made in this behalf, to appoint or dismiss, remove or suspend the servants of the University, fix their emoluments and define their duties and the conditions of their service ;
- (e) to award fellowships, travelling fellowships, scholarships, exhibitions, bursaries, studentships, medals

- and prizes in accordance with the rules laid down by the Senate ;
- (f) to appoint members of the Boards of Studies in accordance with the Ordinances ;
 - (g) to appoint examiners in consultation with the Boards of Studies and fix their fees ;
 - (h) subject to the provisions of this Act and the Statutes, to arrange for and direct the inspection of all affiliated and Oriental colleges and hostels ;
 - (i) to conduct the University examinations and to approve and publish the results thereof ;
 - (j) to prescribe the fees to be charged for admission to the examinations, degrees and diplomas of the University ;
 - (k) to establish, manage and control a Publication Bureau, an Employment Bureau, Students Unions, University Extension Boards, University Athletic Clubs and similar associations ;
 - (l) (i) to accept on behalf of the University, endowments, bequests, donations and other transfers of property made to it; all such endowments, bequests, donations and transfers shall be reported to the Senate at its next meeting;
(ii) to administer all funds placed at the disposal of the University for specific purposes ;
 - (m) to regulate and determine all matters concerning the administration of the University in accordance with the Statutes, the Ordinances and the Regulations; and to exercise such other powers or duties as may be conferred or imposed by this Act ;
 - (n) to charge and collect such fees as may be fixed by the Ordinances ;
 - (o) to delegate any of its powers to the Vice-Chancellor or to a committee from among its own members ;

- (p) to affiliate colleges to the University as First-Grade, Second-Grade, Oriental or Professional Colleges under conditions prescribed by the Statutes after consultation with the Academic Council and to recommend in consultation with the Academic Council to the Senate the suspension or withdrawal of such affiliation;
- (q) to grant recognition to Oriental Colleges under conditions to be prescribed by the Statutes after consultation with the Academic Council and to recommend to the Senate in consultation with the Academic Council the suspension or withdrawal of such recognition;
- (r) to manage and control all colleges, hostels, libraries, laboratories, museums and the like, instituted and maintained by the University;
- (s) to recognize hostels not maintained by the University and to withdraw recognition therefrom; and
- (t) to supervise and control the residence and discipline of the students of the University and make arrangements for promoting their health and well-being.

20. (1) The Syndicate shall prepare an annual report of **Annual Report.** the University and submit it to the Senate on or before such date as may be Prescribed by the Statutes.

(2) The Senate shall consider the report at its next annual meeting and communicate the resolutions, if any, passed by it, to the Syndicate.

(3) The Syndicate shall take action in accordance with the resolutions of the Senate and inform the Senate of action taken by it.

(4) A copy of the report with a copy of the resolutions thereon, if any, of the Senate shall be submitted to the State Government for information.

21. (1) The Syndicate shall prepare the annual accounts **Annual Accounts.** of the University and submit them to such audit as the State Government may direct.

The accounts when audited shall be published in the *Andhra Gazettee* and copies thereof, together with copies of the audit report, shall be submitted to the Senate and the State Government.

(2) The Syndicate shall also prepare, before such date as may be prescribed by the Statutes, the financial estimates for the ensuing year and submit the same to the Senate.

(3) The annual accounts and the financial estimates shall be considered by the Senate at its annual meeting and the Senate may pass resolutions with reference thereto and communicate the same to the Syndicate which shall take action in accordance therewith;

Provided that the Senate shall not increase the total financial estimates on the expenditure side.

22. The Syndicate may, in cases of emergency, for reasons **Power to incur expendi-** to be recorded in writing, incur any **expen-**
ture in an emergency. diture for which no provision has been
made in the Budget or which is in excess
of the amount provided in the Budget; but a report of the **expen-**
diture incurred shall be made to the Senate at its next meeting.

THE ACADEMIC COUNCIL.

23. (i) The Academic Council shall consist of the follow-
The Academic Council. ing members, namely:—

CLASS I—EX-OFFICIO MEMBERS.

- (1) The Vice-Chancellor,
- (2) The Director of Public Instruction,
- (3) The whole-time University Professors and other Professors appointed by the University,
- (4) The Principals of the University and the Affiliated Colleges,
- (5) The Heads of Departments in the University Colleges who are not Professors, and

(6) Such members of the Syndicate as are not otherwise members of the Academic Council.

CLASS II—OTHER MEMBERS.

(1) Two persons, who are not members of the profession of teaching, in or outside the University area, elected by the Senate from among its members.

(2) Members of the Senate appointed under clause (8) of Class III of section 15 to represent the languages in the University area

(ii) The Academic Council as constituted under subsection (i) of this section may co-opt as members not more than ten persons from among the teachers of University Colleges in accordance with the Regulations and so as to secure adequate representation of different branches of learning.

24. (1) The Academic Council shall, subject to the provisions of this Act and the statutes, have the power by Regulations of prescribing all courses of study and of determining curricula and have general control of teaching within the University and be responsible for the maintenance of the standards thereof.

It shall have power to make Regulations consistent with this Act and the Statutes relating to all matters which by this Act or the Statutes may be provided for by Regulations and to amend or repeal such Regulations.

(2) In particular and without prejudice to the generality of the foregoing power, it shall have power—

- (a) to advise the Syndicate on all academic matters, including the control and management to the libraries;
- (b) to constitute the several Faculties as set forth in section 25 and such other Faculties as may be prescribed;
- (c) to formulate, modify or revise schemes for the constitution or reconstitution of departments of teaching;

- (d) to make proposals to the Senate for the institution of Professorships, Readerships, Lecturerships or other teaching posts and in regard to the duties and emoluments thereof;
- (e) to make recommendations to the Syndicate for the recognition of teachers qualified to give instruction in affiliated and Oriental colleges and hostels;
- (f) to make Regulations for the encouragement of co-operation and reciprocity among colleges with a view to promoting academic life;
- (g) to make Regulations regarding the admission of students to the University or prescribing examinations as equivalent to University Examinations or the further qualifications mentioned in sub-section (1) of section 34 for admission to the degree courses of the University;
- (h) to make Regulations relating to courses, examinations, and the conditions on which students shall be admitted to examinations for the degrees of the University;
- (i) to decide the conditions under which exemptions relating to the admission of students to examinations may be given;
- (j) to appoint a standing committee and to delegate to it or the Vice-Chancellor, powers to execute any of the functions assigned by this Act to the Academic Council;
- (k) to make Regulations for the use of Telugu as medium of instruction and examination.

THE FACULTIES AND THE BOARDS OF STUDIES.

25. (1) The University shall include Faculties of—
The Faculties.

- (a) Oriental learning (including Sanskrit); and Ancient Indian Arts;
- (b) Architecture, Music, Dancing and other Fine Arts;

- (c) Arts, Sciences, Commerce, Technology, Engineering and Teaching; and
- (d) such other Faculties as may be prescribed.

Each Faculty shall comprise such departments of teaching as may be prescribed by the Statutes.

(2) Each Faculty shall consist of—

- (a) such members of the Academic Council as are appointed to it; and
- (b) teachers in the University colleges and professional colleges who are not members of the Academic Council but are members of the Boards of Studies in the subjects included in the Faculty.

The functions of the Faculties shall be prescribed by the Statutes.

26. Separate Boards of Studies shall be attached to each department of teaching. The constitution and functions of the Boards of Studies shall be prescribed by the Ordinances.

CHAPTER V — GENERAL.

27. No person shall be qualified for election or nomination as a member of any of the Authorities of the University if he—

- (a) is, at the date of election or nomination, of unsound mind, a minor, a deaf-mute or is suffering from leprosy; or
- (b) applies to be adjudicated an insolvent or is an undischarged insolvent; or
- (c) has been convicted and sentenced by a criminal Court to transportation and imprisonment for a period of more than one year for an offence involving moral turpitude unless such sentence has been reversed or the offence has been pardoned or a period of five years has elapsed from the date of the expiration of the sentence; or

(d) is a *Statu Pupilarum* of the University.

In case of dispute or doubt, the Chancellor shall determine whether a person is or is not disqualified under this section and his decision shall be final.

28. Save as otherwise provided, if any question arises whether a person has been duly elected or nominated as or is entitled to be a member of any Authority of the University, the question shall be referred to the Chancellor, whose decision thereon shall be final.

29. All the Authorities of the University shall have power to appoint committees. Such committees may, unless there be some special provision to the contrary, consist of members of the Authority concerned and of such other persons, if any, as the Authority in each case may think fit.

30. No act or proceeding of any Authority or other body of the University shall be deemed invalid by reason only of some defect in the constitution of the Authority or body or by reason of the existence of a vacancy or vacancies among its members or the invalidity of the election of any of its members.

31. (1) Save as otherwise provided, the Senate, the Syndicate, and the Academic Council shall be reconstituted at or about the same time, every five years and members of these Authorities shall, except in the case of ex-officio or Life Members and of members of the Senate under section 15, Class III (7), hold office as members thereof up to the date of the next reconstitution.

(2) Any vacancy in the said membership occurring before the next reconstitution shall be filled up as soon as conveniently may be, by the body or person who elected, nominated, appointed or co-opted the member whose place has become vacant and the person so elected, nominated, appointed or co-opted shall

be member only for the residue of the term for which the person whose place he has filled, would have been a member :

Provided that no vacancy in the said membership occurring within six months before the next reconstitution shall be filled up until such reconstitution.

(3) No member of an Authority specified in sub-section (1) who is elected, nominated, appointed or co-opted in his capacity as a member of a particular electorate or the holder of a particular appointment shall continue to be a member of such Authority on his ceasing to be a member of the particular electorate or the holder of the particular appointment :

Provided that a member returned to the Senate by the electorate referred to in section 15, Class III (4), shall not cease to be a member of the Senate by his ceasing to be a member of such electorate for a period of less than three months at a time.

(4) Where an elected, nominated, appointed or co-opted member of an Authority specified in sub-section (1) is appointed temporarily to any of the offices by virtue of which he is entitled to be a member of that Authority ex-officio, he shall by notice in writing signed by him and communicated to the Vice-Chancellor within seven clear days from the date of his taking charge of his temporary appointment, choose whether he will continue to be a member of that Authority by virtue of his election, nomination, appointment or co-option or whether he will vacate office as such member and become a member ex-officio by virtue of his temporary appointment and the choice shall be final. On failure to make such choice, he shall be deemed to have vacated his office as an elected or nominated or appointed or co-opted member.

(5) Vacancies arising by efflux of time among elected members of any Authority specified in sub-section (1) may be filled at elections which may be fixed by the Vice-Chancellor to take place on such days, not earlier than three months before the date on which the vacancies arise, as he thinks fit.

32. The Senate may, on the recommendation of not less than two-thirds of the members of the **Removal from membership of the University.** Syndicate and by the votes of not less than one-half of the total membership of the Senate and two-thirds of the members present and voting, remove the name of any person from the register of graduates and remove any person from membership of any Authority or Board of the University if he has been convicted by a Court of law of what in the opinion of the Senate is an offence involving moral turpitude or if he has been guilty of scandalous conduct and for the same reasons may withdraw any degree or diploma conferred or granted by the University.

The Senate may also remove any person from the membership of any Authority of the University if he becomes of unsound mind or a deaf-mute or is suffering from leprosy.

CHAPTER VI—TEACHING AND ADMISSION OF STUDENTS.

33. (1) No attendance at any instruction other than that conducted or recognized by the University shall qualify for admission to an examination of the University other than the entrance examination to the University.

(2) The Authorities responsible for organizing such instruction shall be those prescribed.

(3) The courses of study and curricula shall be those prescribed.

34. (1) No student shall be eligible for admission to a course of study qualifying for admission to a post-matriculation University examination unless he has passed the examination prescribed as qualifying for admission to such course or an examination recognized by the Academic Council as equivalent thereto and possesses such further qualifications, if any, as may be prescribed.

(2) Every candidate for a University examination shall, unless exempted from the provisions of this section by an

order of the Syndicate made in accordance with conditions laid down by the Academic Council, be an enrolled member of an affiliated college.

CHAPTER VII--APPOINTMENT OF TEACHERS, ETC.

35. (1) Save as otherwise provided, every salaried officer and teacher of the University shall be appointed under a written contract.

(2) The contract shall be lodged with the Registrar and a copy thereof shall be furnished to the officer or teacher concerned.

36 There shall be constituted a Selection Committee which shall consist of the following persons, namely :--

(1) The Vice-Chancellor who shall ex-officio be the Chairman of the Committee.

(2) The Director of Public Instruction or a senior official of the Education Department to be deputed by him to act in his place during his absence.

(3) The Chairman of the Honours Board of Studies concerned.

(4) Two persons nominated by the Syndicate (not being members of that body), for each appointment or class of appointments.

(5) The Principal of the University Colleges.

(6) One member elected from among themselves by the Senate.

37. Where any pension, insurance or provident fund has been constituted by the University for the benefit of its officers, teachers or servants, the State Government may declare that the provisions of the Provident Funds Act, 1925 (Central Act XIX of 1925), shall apply to such fund as if it were a Government Provident Fund.

CHAPTER VIII—UNIVERSITY FUNDS, ETC.

38. The University may establish under its direct control and management such scientific, technical and other colleges as may be agreed upon from time to time between the University and the State Government.

39. The University shall have a general fund to which shall be credited—

(1) its income from fees, endowments and grants, if any, and

(2) contributions which may be made by the State Government on such conditions as they may impose towards the development of laboratories, libraries, museums and workshops and the salaries of such teachers of the University as are appointed for research and for the advancement and dissemination of knowledge in particular branches of learning.

40. The University shall have such other funds and maintain such accounts as the Senate may determine.

41. The State Government may, at any time after the commencement of this Act, transfer to the University the control and management of any of their institutions on such terms and conditions as may be deemed proper

CHAPTER IX—STATUTES, ORDINANCES AND REGULATIONS.

42. The Senate shall have power to make Statutes subject to the provisions of this Act, and such Statutes may provide for all or any of the following matters, namely:—

(a) the constitution, powers and duties of the Authorities of the University ;

- (b) the powers, duties and conditions of service of the officers of the University other than the Chancellor and the Pro-Chancellor ;
- (c) the method of election to the authorities of the University and, save as otherwise provided, the procedure at meetings of such Authorities, including the quorum for the transaction of business by them ;
- (d) the conditions of affiliation of colleges affiliated to the University ;
- (e) the giving of religious instruction ;
- (f) the classification and the mode of appointment of the teachers of the University ;
- (g) the holding of Convocations to confer degrees ;
- (h) the conferment of honorary degrees ;
- (i) the institution of a pension or provident fund for the benefit of the teachers of the University or its servants ;
- (j) the maintenance of a register of registered graduates ;
- (k) the institution and maintenance of University colleges and laboratories and hostels ;
- (l) the administration of endowments and the institution of and conditions of award of fellowships, travelling fellowships, scholarships, studentships, bursaries, exhibitions, medals and prizes ; and
- (m) all matters which by this Act may be prescribed by Statutes.

43. (1) The Senate may take into consideration the draft Statutes how made. of a Statute either of its own motion or on a proposal by the Syndicate.

(2) The Senate, before passing a Statute taken into consideration of its own motion and affecting the powers or duties of any officer or Authority of the University, shall ascertain and consider the views of the officer or Authority concerned and of the Syndicate thereon.

(3) The Syndicate shall not propose the draft of a Statute.

(a) affecting the status, powers or constitution of nay Authority of the University until such Authority is given an opportunity of expressing its opinion on the proposal; such opinion shall be in writing and the draft Statute together with such opinion shall be considered by the Senate and submitted to the Chancellor;

(b) affecting the conditions of affiliation of colleges to the University without consulting the Academic Council.

(4) (a) Any draft of a Statute proposed by the Syndicate and rejected by the Senate shall be submitted to the Chancellor who may refer it back to the Senate for further consideration.

(b) Every Statute passed by the Senate shall be submitted to the Chancellor who may give or withhold his assent thereto or refer it back to the Senate for reconsideration.

(c) No Statute passed by the Senate shall have validity until assented to by the Chancellor.

44. The Syndicate shall have power to make Ordinances subject to the provisions of this Act and the Statutes, and such ordinances may provide for all or any of the following matters, namely:—

(a) (i) the levy of fees in colleges maintained by the University;

(ii) the fees to be charged for admission to the examinations, degrees and diplomas of the University;

(b) the conditions of residence of the students of the University and the levy of fees for residence in hostels maintained by the University;

c) the conditions of recognition of hostels not maintained by the University;

- (d) the number, qualifications and emoluments of teachers of the University ;
- (e) the fees to be charged for courses of study given by teachers of the University, for lectures, for tutorial and supplementary instruction provided by the University, and for services rendered by the University Office ;
- (f) the appointment and duties of examiners ;
- (g) the conduct of examinations ;
- (h) the constitution and determination of the functions of the Boards of Studies ; and
- (i) all matters which by this Act or by the Statutes may be provided for by the Ordinances

45. (1) In making Ordinances the Syndicate shall consult the Academic Council when such Ordinances affect the appointment and duties of examiners or the conditions of residence of students.

(2) All Ordinances made by the Syndicate shall take effect from such date, as it may direct, but every Ordinance so made shall be submitted as soon as may be after it is made to the Chancellor and the Senate shall be considered by the Senate at its next meeting. The Senate shall have power, by a resolution passed by a majority of not less than two-thirds of the members present at such meeting, to cancel or modify any such Ordinance.

(3) The Chancellor may direct that the operation of any Ordinance shall be suspended until such time as the Senate has had an opportunity of considering the same.

46. (1) The Academic Council shall have power to make Regulations. Regulations subject to the provisions of this Act, and such Regulations may provide for all or any of the following matters, namely :—

- (a) the encouragement of co-operation and reciprocity among colleges;

- (b) the admission of students to the University or prescribing the examinations to be recognized as equivalent to University examinations;
- (c) the University courses and the examinations and the conditions on which students of affiliated colleges shall be admitted to examinations for the degrees and diplomas of the University; and
- (d) the grant of exemptions.

(2) All Regulations shall have effect from such date as the Academic Council may direct, but every Regulation made by the Academic Council shall be submitted as soon as may be to the Senate which shall consider it at its next meeting. The Senate shall have power, by a resolution passed by a majority of not less than two-thirds of the members present at such meeting, to cancel or modify any such Regulation.

CHAPTER X—TRANSITORY PROVISIONS, ETC.

47. (1) During the period commencing with the academic Affiliation and Disaffiliation of Colleges, year 1954 and ending with the close of the academic year 1955, the colleges in the University area (except the University colleges) which are now affiliated to the Madras University shall be affiliated to the Andhra University and the provisions of the Andhra University Act, 1925 (Madras Act II of 1926) shall during the said period have effect as if—

(i) in section 2 of the said Act, for clause (h), the following clause had been substituted, namely—

“(h) ‘District’ means any of the following districts, namely, Srikakulam, Visakhapatnam, West Godavari, East Godavari, Krishna, Guntur, Nellore, Anantapur, Cuddapah, Kurnool and Chittoor.”

(ii) in section 3 (1) (a) of the said Act, for the words “the area comprising the present districts of Srikakulam, Visakhapatnam, West Godavari, East Godavari, Krishna, Guntur and Nellore” the words “the area comprising the present districts of Srikakulam, Visakhapatnam, West Godavari, East

Godavari, Krishna, Guntur, Nellore, Anantapur, Kurnool Cuddapah and Chittoor" had been substituted.

(2) The colleges mentioned in sub-section (1) and the colleges in the Nellore district shall, with effect from the commencement of the academic year 1956, be disaffiliated from the Andhra University and be affiliated to Sri Venkateswara University.

(3) (a) Notwithstanding anything contained in the Andhra University Act, 1925 or the Ordinances made thereunder, any student of a college affiliated to the Andhra University under sub-section (1) who was studying for any examination of the Madras University shall be permitted to complete his course in preparation therefor, and the Andhra University shall make arrangements for holding for such students, examinations, for such period as may be prescribed, in accordance with the curricula of studies of the Madras University.

(b) Notwithstanding anything contained in this Act or the Ordinances, any student of Sri Venkateswara University Colleges, who was studying for any examination of the Madras University or any student of a college affiliated to Sri Venkateswara University under sub-section (2) who was studying for any examination of the Andhra University shall be permitted to complete his course in preparation therefor, and Sri Venkateswara University shall make arrangements for holding for such students, examinations, for such period as may be prescribed, in accordance with the curricula of studies of the Madras or the Andhra University, as the case may be.

48, Notwithstanding anything contained in Section 12, Appointment of the first Vice-Chancellor. within three months after the passing of this Act, the first Vice-Chancellor shall be appointed by the Chancellor on a salary to be fixed by him for a period not exceeding three years on such conditions as he thinks fit.

49. Notwithstanding anything contained in Section 13, **Appointment of the first Registrar.** within three months after the passing of this Act, the first Registrar shall be appointed by the Chancellor on a salary to be fixed by him for a period not exceeding three years on such conditions as he thinks fit.

50.(1) It shall be the duty of the Vice-Chancellor to **Transitory powers of the Vice-Chancellor.** make arrangements for constituting the Senate, the Syndicate, and the Academic Council within six months after the date of his appointment or such longer period as the State Government may, by notification, direct.

(2) The Vice-Chancellor shall, with the assistance of an Advisory Committee, the members of which shall be nominated by the Chancellor, draw up any rules that may be necessary for regulating the method of election to those Authorities, subject to the provisions of this Act and the approval of the Chancellor.

(3) The Authorities constituted under sub-section (1) shall commence to exercise their functions on such date or dates as the State Government may, by notification, direct.

51. The first Statutes, Ordinances and Regulations shall be **First Statutes, Ordinances, etc.** made by a Committee consisting of the Vice-Chancellor, as Chairman, and two or more persons nominated thereto by the Chancellor and shall come into force on such date or dates as the Chancellor may appoint in that behalf after being approved by the Chancellor and published in the *Andhra Gazette*.

52. Until the Authorities of the University are constituted **Advisory Committees.** under section 50, sub-section (1), the Vice-Chancellor, shall, subject to the approval of the Chancellor, have power—

(1) to appoint such advisory or selection committees as he may think fit;

(2) to appoint such members of the teaching staff as may be necessary; and

(3) to appoint such ministerial and lower grade staff as may be necessary.

53 (1) Notwithstanding anything contained in any other Regulation of construction of buildings, etc., in the vicinity of University campus. Act, no construction or reconstruction of a building shall be allowed within a distance of one mile from the limits of the University campus except and in accordance with the terms of the permission granted by the State Government or by any officer or authority authorized by them in this behalf; and the grant of such permission shall be regulated by rules made by the State Government having regard to the interests and the proper functioning of the University; and all such rules shall be published in the *Andhra Gazette*.

(2) Whoever uses a building for a purpose other than that specified in the sanction given for its construction or reconstruction under sub-section (1) shall be punishable with fine which may extend to five hundred rupees.

(3) (a) Whoever contravenes the provisions of sub-section (1) shall be punishable with fine which may extend to five hundred rupees.

(b) Whoever, after having been convicted of an offence under sub-section (1) or sub-section (2), continues to commit such offence, shall be punishable for each day after the previous date of conviction during which he continues so to offend, with fine which may extend to ten rupees for each such day, and shall also be liable to imprisonment for a term which may extend to six months.

Explanation : In this section, the expressions "building", "construction" and "reconstruction" shall have the same meanings as in the Madras District Municipalities Act, 1920 (Madras Act V of 1920).

54. If any difficulty arises as to the first constitution or Power to remove difficulties. reconstitution or appointment of any Authority or officer of the University or otherwise in first giving effect to the provi-

sions of this Act, the State Government, as occasion may require, may by order do anything which is necessary for the purpose of removing the difficulty :

Provided that the power conferred by this section shall not be exercisable after the expiration of three years from the commencement of this Act.

55. In the Andhra University Act, 1925 (Madras Act II Amendment of sections of 1926)—
2, 3 and 15, Madras Act II of 1926.

(i) in section 2 (*h*), for the words "Guntur or Nellore" the words "or Guntur" shall be substituted ;

(ii) in section 3 (1) (*a*), for the words "Guntur and Nellore" the words "and Guntur" shall be substituted ;

(iii) in section 15, Class III—

(*a*) in clause (4), for the words "Guntur, Nellore, Anantapur, Cuddapah, Kurnool and Chittoor," the words "and Guntur" shall be substituted ;

(*b*) in clause (5), sub-clause (*b*) shall be omitted.

56. In section 29 of the Madras Hindu Religious and Charitable Endowments Act, 1951 (Madras Act XIX of 1951) (hereinafter referred to as the principal Act), after sub-section (4), the following sub-sections shall be inserted, namely :—

"(4-A). The proviso to sub-section (1) and sub-sections (2), (3) and (4) of this section shall not apply where the proposed transaction relates to disposal by lease or otherwise of any immovable property of the Devasthanams for the purpose of establishment, maintenance or development of Sri Venkateswara University at Tirumalai-Tirupati.

(4-B). Nothing contained in this section shall be deemed to prevent any arrangement (other than an exchange, sale, mortgage or lease) under which any immovable property of the Devasthanams is placed at the disposal of Sri Venkateswara University for the purpose of its establishment, maintenance or development."

57. Section 85 of the principal Act shall be renumbered
Amendment of as sub-section (1) of that section and to
section 85, Madras Act the section as so renumbered, the following
XIX of 1951. sub-section shall be added, namely :—

“(2) The Devasthanams shall, every year, out of its funds, set apart a sum of not less than two and a half lakhs of rupees towards the maintenance of Sri Venkateswara University.”

SCHEDULE—I

B-SRI VENKATESWARA UNIVERSITY (AMENDMENT) ORDINANCE, 1954.

(Published in part IV - B - Extraordinary of the Andhra Gazette No. 15, dated 21-7-54 page 129)

The following Ordinance was promulgated by the Governor on the 21st July, 1954;

ANDHRA ORDINANCE No. II OF 1954.

Promulgated by the Governor in the Fifth Year of the Republic of India.

An Ordinance to amend Sri Venkateswara University Act, 1954

WHEREAS the Legislative Assembly of the State of Andhra is not in session and the Governor of Andhra is satisfied that circumstances exist which render it necessary for him to take immediate action to amend Sri Venkateswara University Act, 1954;

Now, THEREFORE, in exercise of the powers conferred by Article 213, clause (1), of the Constitution, the Governor hereby promulgates the following Ordinance:—

1 This ordinance may be called Sri Venkateswara University (Amendment) Ordinance, 1954.
Short title.

2. In section 10, sub-section (1), of Sri Venkateswara University Act, 1954 (Andhra Act XIV of 1954), for the words "The Chief Justice," the words "The Chief Justice of the High Court of Andhra" shall be substituted.
Amendment of section 10. Andhra Act, XIV of 1954.

1. Repealed by Section 3 President's Act VIII of 1954.

SCHEDULE—I

C—SRI VENKATESWARA UNIVERSITY (AMENDMENT) ACT, 1954¹.

(Received the assent of the President on the 9th December, 1954 and Published in part III - B - extraordinary - of the Andhra Gazette dated 13th December, 1954 page 405)

PRESIDENT'S ACT VIII OF 1954*

Enacted by the President in the Fifth Year of the Republic of India.

An Act to amend Sri Venkateswara University Act, 1954.

In exercise of the powers conferred by section 3 of the Andhra State Legislature (Delegation of Powers) Act, 1954 (45 of 1954), the President is pleased to enact as follows:—

1 (1) This Act may be called Sri Venkateswara University (Amendment) Act, 1954.
Short title and commencement.

(2) It shall come into force on the 9th day of December, 1954.

2. In sub-section (1) of section 10 of Sri Venkateswara University Act, 1954 (Andhra Act XIV of 1954), for the words "The Chief Justice," the words "The Chief Justice of the High Court of Andhra" shall be substituted, and shall be deemed always to have been substituted.

3. Sri Venkateswara University (Amendment) Ordinance 1954 (Andhra Ordinance II of 1954), is hereby repealed.

1. Repealed by section 5 of Andhra Act No. III of 1955.

* This has been incorporated in the Act.

SCHEDULE—I

D—SRI VENKATESWARA UNIVERSITY (AMENDMENT) ACT, 1955.

The following Act of the Andhra Legislature received the assent of the Governor on the 29th September, 1955 and was published for general information in part IV -- B — Extraordinary (page. 7) of the Andhra Gazette dated 3-10-1955.

ACT No. III OF 1955*.

An Act further to amend Sri Venkateswara University Act, 1954.

WHEREAS it is expedient further to amend Sri Venkateswara University Act, 1954 (Andhra Act XIV of 1954), for the purposes hereinafter appearing;

BE it enacted in the Sixth Year of the Republic of India as follows.—

1. Short title and commencement:— (1) This Act may be called Sri Venkateswara University (Amendment) Act, 1955.

(2) It shall come into force on such date¹ as the State Government may, by notification in the Andhra Gazette, appoint.

2. Amendment of section 10, Andhra Act XIV of 1954. In sub-section 1 of section 10 of Sri Venkateswara University Act, 1954 (Andhra Act XIV of 1954) (hereinafter referred to as the principal Act), for the words 'Chief Justice of the High Court of Andhra,' the words 'Governor of Andhra' shall be substituted.

3. Amendment of section 15, Andhra Act XIV of 1954. In section 15 of the principal Act, under the heading 'Class III—Other Members,' clause (7) shall be lettered as sub-clause (a) of that clause and—

(i) in that sub-clause, after the words "who shall be a member for five years," the words, letters and figures "and every person making a donation of not less than Rs. 10,000 but not amounting to Rs. 25,000 to or for the purposes of the University

* This has been incorporated in the Act.

1. 22. 10-'55—Vide schedule II-F for G.O Ms. No.2086, dated 17-10-'55.

shall be entitled to nominate one person to the Senate who shall be a member for three years" shall be inserted; and, for the words "if such member vacates his office before the expiry of the period of five years, another person may be nominated in his place by the association," the words "if such member vacates his office before the expiry of the period of five years, or three years, as the case may be, another person may be nominated in his place by the association or person" shall be substituted; and

(ii) after that sub-clause, the following sub-clause shall be added, namely :—

(b) "Every association or person making an annual contribution of not less than Rs. 5,000 to or for the purposes of the University shall be entitled to nominate one person who shall be a member so long as the annual contribution continues."

4. Amendment of section 16, Andhra Act XIV of 1954.— Clause (b) of sub-section (2) of section 16 of the principal Act shall be omitted.

5. Repeal of President's Act VIII of 1954. Sri Venkateswara University (Amendment) Act, 1954 (President's Act VIII of 1954), is hereby repealed.

SCHEDULE — I

E — ANDHRA PRADESH ADAPTATION OF LAWS ORDER, 1957¹

(As amended by Andhra Pradesh Adaptation of Laws (Amendment) Order, 1957².)

WHEREAS in pursuance of section 120 of the States Reorganisation Act, 1956 (Central Act XXXVII of 1956), the Government of Andhra Pradesh may, for the purpose of facilitating the application in relation to the State of Andhra Pradesh of any law made before the 1st day of November, 1956 relating to a matter enumerated in List II or List III in the Seventh Schedule to the Constitution, by order, make such adaptations and modifications of the law as may be necessary or expedient;

NOW, THEREFORE, in exercise of the powers conferred by the section aforesaid, the Governor of Andhra Pradesh hereby makes the following Order, namely :—

1. (1) This Order may be called *The Andhra Pradesh Adaptation of Laws Order, 1957*.

(2) It shall be deemed to have come into force on the 1st day of November, 1956.

2. (1) In this Order :—

(a) “Andhra law” includes any enactment, ordinance, regulation, order, bye-law, rule, scheme, notification or other instrument having the force of law in the whole or in any part of the State of Andhra as constituted immediately before the appointed day, and relating to a matter enumerated in List II or List III in the Seventh Schedule to the Constitution;

(b) “appointed day” means the 1st day of November, 1956;

1. Published in Part IV-B Page 1 of the Andhra Pradesh Gazette dated 21st March, 1957.

2. Published in Part IV-B Page 103 of the Andhra Pradesh Gazette dated 6th June, 1957.

- (c) "existing law" means an Andhra law or a Hyderabad law;
- (d) "Hyderabad law" includes any enactment, ordinance, regulation, order, bye-law, rule, scheme, notification or other instrument having the force of law immediately before the appointed day in the whole or in any part of the territories specified in sub-section (1) of section 3 of the States Reorganisation Act, 1956 (Central Act XXXVII of 1956), and relating to a matter enumerated in List II or List III in the Seventh Schedule to the Constitution.

(2) The General Clauses Act, 1897 (Central Act X of 1897), applies for the interpretation of this Order as it applies for the interpretation of a Central Act.

3. (1) As from the appointed day, the Andhra laws mentioned in the First Schedule to this Order¹ of the Hyderabad laws mentioned in the Second Schedule to this Order¹ and the Central Acts not being of local application mentioned in the Third Schedule to this Order, shall, until altered, repealed or amended by a competent Legislature or other competent authority, have effect subject to the adaptations and modifications directed by those Schedules, or if it is so directed, shall stand repealed.

(2) (a) Whenever an expression mentioned in column (1) of Part A of the Table hereunder printed occurs in an Andhra law or whenever an expression mentioned in that column of Part B of the said Table occurs in a Hyderabad law (whether an Act, Ordinance, or Regulation mentioned in either of the Schedules to this Order or not), then, unless the subject or context otherwise requires, there shall be substituted therefor, the expression set opposite to it in column (2) of the said Part A or, as the case may be, the said Part B, and there shall also be made in any sentence in which the expression occurs such consequential amendments as the rules of grammar may require.

1. Substituted for the words "and the Hyderabad Laws mentioned in the Second Schedule to this Order" by Section 2 (1) (i) of Andhra Pradesh Adaptation of Laws (Amendment) Order, 1957.

THE TABLE

PART — A

Andhra Laws

(1)	(2)
Government of Andhra	...Government of Andhra Pradesh.
Governor of Andhra	...Governor of Andhra Pradesh.
2_____	_____
Andhra Legislative Assembly	...Andhra Pradesh Legislative. Assembly.
Andhra Legislature	...Andhra Pradesh Legislature.
<i>Andhra Gazette</i>	.. <i>Andhra Pradesh Gazette.</i>

PART — B

Hyderabad Laws

(b) Nothing contained in clause (a) shall apply to the short title or the citation or description of an enactment.

(3) A direction in either of the Schedules to this Order that a specified existing law or section or portion of such law shall stand unmodified shall be construed merely as a direction that it is not to be modified or adapted in accordance with the provisions of this paragraph.

4 The provisions of this Order which adapt or modify any law so as to alter the manner in which, the authority by which, or the law under or in accordance with which, any powers are exercisable, shall not render invalid any notification, order, commitment, attachment, bye-law, rule or regulation duly made or issued, or anything duly done before the appointed day; and any such notification, order, commitment, attachment, bye-law, rule, regulation or thing may be revoked, varied or undone in the like manner, to the like extent and in the like circumstances as if it had been made, issued or done after the commencement of this Order by the competent authority and

2. The entry "State of Andhra...State of Andhra Pradesh" was omitted by Section 2 (1) (ii) *ibid.*

under and in accordance with the provisions then applicable to such a case.

5. Nothing in this Order shall affect the previous operation of, or anything duly done or suffered under, any existing law, or any right, privilege, obligation or liability already acquired, accrued or incurred under any such law, or any penalty, forfeiture or punishment incurred in respect of any offence already committed against any such law.

The First Schedule

Andhra Laws

— — — — —

The Second Schedule

Hyderabad Laws

— — — — —

The Third Schedule¹

Central Acts not being of local application.

— — — — —

ii

**ANDHRA PRADESH ADAPTATION OF LAWS
(AMENDMENT) ORDER, 1957***

WHEREAS in pursuance of section 120 of the States Reorganisation Act, 1956 (Central Act XXXVII of 1956), the Government of Andhra Pradesh may, for the purpose of facilitating the application in relation to the State of Andhra Pradesh of any law made before the 1st day of November, 1956, relating to a matter enumerated in List II or List III in the Seventh Schedule to the Constitution, by order, make such adaptations and modifications of the law as may be necessary or expedient ;

1. Added by Section 2 (3) of Andhra Pradesh Adaptation of Laws (Amendment) Order, 1957.

* Published in Part IV-B page 103 of the Andhra Pradesh Gazette dated 6-6-1957.

NOW, THEREFORE, in exercise of the powers conferred by the section aforesaid, the Governor of Andhra Pradesh hereby makes the following order namely :-

1. (1) This Order may be called *The Andhra Pradesh Adaptation of Laws (Amendment) Order, 1957*.

2. It shall be deemed to have come into force on the 1st day of November, 1956.

2. In the Andhra Pradesh Adaptation of Laws Order, 1957-

(1) In paragraph 3 —

i) In sub-paragraph (1), for “and the Hyderabad laws mentioned in the Second Schedule to this Order,” substitute “the Hyderabad Laws mentioned in the Second Schedule to this Order and the Central Acts not being of local application mentioned in the Third Schedule to this Order”;

ii) in sub-paragraph (2), in clause (a) in Part A of the table, omit the following entry :-

“State of Andhra——— State of Andhra Pradesh”

(2) in the First Schedule ——

i) in the directions relating to section 4 of the Madras Hindu Wills Regulation, 1829 (Madras Regulation V of 1829), to the Madras Civil Courts Act, 1873 (Central Act III of 1873) and to the Indian Easements Act, 1882 (Central Act V of 1882), for “State of Andhra Pradesh”, substitute “State of Andhra”;

ii) in the direction relating to new section 3-A of the Madras General Clauses Act, 1891 (Madras Act I of 1891), for “State of Andhra Pradesh” in both the places where it occurs, substitute “State of Andhra”;

iii) after the direction relating to sub-section (4) of section 1 of the Andhra Preservation of Private Forests Act, 1954 (President’s Act XII of 1954), insert the following :-

“Section 13. — in sub-section (2), the expression “*Andhra Gazette*” shall stand unmodified”;

- iv) for the direction relating to section 8 of the Andhra Essential Articles Control and Requisitioning (Temporary Powers) Act, 1956 (Andhra Act V of 1956), substitute the following :-

“Section 8 ———in sub-section (1), in the Explanation, the expression “Andhra Gazette” shall stand unmodified”;

- (3) after the Second Schedule, and the following :-

The Third Schedule

Central Acts not being of local application.

— — —

SCHEDULE — I

F — ANDHRA PRADESH ADAPTATION OF LAWS (SECOND AMENDMENT) ORDER, 1957*

WHEREAS in pursuance of section 120 of the States Reorganisation Act, 1956 (Central Act XXXVII of 1956), the Government of Andhra Pradesh may, for the purpose of facilitating the application in relation to the State of Andhra Pradesh of any law made before the 1st day of November, 1956, relating to a matter enumerated in List II or List III in the Seventh Schedule to the Constitution, by order, make such adaptations and modifications of the law as may be necessary or expedient;

NOW, THEREFORE, in exercise of the powers conferred by the section aforesaid, the Governor of Andhra Pradesh, hereby makes the following order, namely :—

1. (1) This Order may be called *The Andhra Pradesh Adaptation of Laws (Second Amendment) Order, 1957*.

(2) It shall be deemed to have come into force on the 1st day of November, 1956;

2. In the Andhra Pradesh Adaptation of Laws Order, 1957—

(1) In the First Schedule—

(i) — — — — —

(ii) after the direction relating to the Andhra Requisitioning of Buildings Act, 1954 (Andhra Act XI of 1954), insert the following :—

**“Sri Venkateswara University Act, 1954
(Andhra Act XIV of 1954).**

SECTION 11 :—In sub-section (1), for “State of Andhra” substitute “State of Andhra Pradesh.”

2. — — — — —

* Published in Part - IV-B, (Extraordinary), Page 81 of the Andhra Pradesh Gazette, dated 30-10-1957.

SCHEDULE—I

G—SRI VENKATESWARA UNIVERSITY (ANDHRA PRADESH AMENDMENT) ACT, 1957.

The following Act of the Andhra Pradesh Legislature received the assent of the Governor on the 1st December, 1957 and was published for general information in Part IV-B Extraordinary (page 87) of Andhra Pradesh Gazette, dated 5-12-1957.

Act No. XIII of 1957*

An Act further to amend Sri Venkateswara University Act, 1954.

WHEREAS it is expedient further to amend Sri Venkateswara University Act, 1954 (Andhra Act XIV of 1954), for the purpose hereinafter appearing.

BE it enacted by the Legislature of the State of Andhra Pradesh in the Eighth Year of the Republic of India as follows :

1. SHORT TITLE:— This Act may be called Sri Venkateswara University (Andhra Pradesh Amendment) Act, 1957.

2. AMENDMENT OF SECTION 31, ANDHRA ACT XIV OF 1954 :— The proviso to sub-section (3) of section 31 of Sri Venkateswara University Act, 1954 (Andhra Act XIV of 1954), shall be omitted.

* This has been incorporated in the Act.

SCHEDULE—I

H—SRI VENKATESWARA UNIVERSITY (ANDHRA PRADESH AMENDMENT) ACT, 1959.

The following Act of the Andhra Pradesh Legislature received the assent of the Governor on the 18th January, 1959 and the said assent was first published on the 2nd February, 1959 in the Andhra Pradesh Gazette, Part IV- B extraordinary page 85, for general information.

Act No. X of 1959.*

An Act further to amend Sri Venkateswara University Act, 1954.

BE it enacted by the Legislature of the State of Andhra Pradesh in the Tenth Year of the Republic of India as follows :—

1. *Short title* :— This Act may be called Sri Venkateswara University (Andhra Pradesh Amendment) Act, 1959.

2. *Amendment of section 4, Andhra Act XIV of 1954* :—
(1) Section 4 of Sri Venkateswara University Act, 1954 (Andhra Act XIV of 1954) (hereinafter referred to as the principal Act), shall be renumbered as sub-section (1) of that section and for clause (3) of the sub-section as so renumbered the following clause shall be substituted, namely :—

“(3) to hold examinations and to confer degrees and other academic distinctions on persons who have pursued a course of study in the University, Affiliated or Oriental Colleges unless exempted therefrom in the manner prescribed by the Statutes and have passed the prescribed examinations of the University;”

(2) After the sub-section as so renumbered, the following sub-section shall be added, namely :—

“(2) Nothing contained in sub-section (1) shall be deemed to prevent the Government from issuing such orders as they deem fit in regard to the levy of fees and other charges for admission of students to colleges under the management of the Government and the salaries of teachers in such colleges.”

* This has been incorporated in the Act.

3. *Amendment of section 12, Andhra Act XIV of 1954* :—
 In section 12 of the principal Act,—

(1) in sub-section (1),—

(i) for clauses (a) and (b), the following clauses shall be substituted, namely:—

“(a) The Vice-Chancellor shall be appointed by the Chancellor from a panel of not less than three persons selected by a committee as constituted under clause (b) :

Provided that if the Chancellor does not approve any of the persons so selected, he may call for a fresh panel from the committee.

(b) The committee referred to in clause (a) shall consist of three persons, two of whom shall be nominated by the Syndicate from among persons who are not connected with the University or any college or recognised institution thereof, while the third person shall be nominated by the Chancellor. The Chancellor shall appoint one of the three persons to be the Chairman and Convenor of the committee.

(bb) The Vice-Chancellor shall be the academic head and the principal executive officer of the University and shall exercise general control over its affairs. He shall be a wholetime officer of the University and shall be paid a salary of two thousand rupees per mensem. He shall also be paid a conveyance allowance of one hundred and fifty rupees per mensem, if he is not provided by the University with a motor car for his use. He shall pay the standard rent or ten per cent of his salary, whichever is less, if he occupies a house provided by the University.

(bbb) The Vice-Chancellor shall hold office for a term of five years and shall be eligible for reappointment :

Provided that the Vice-Chancellor shall continue to hold office after the expiry of his term of appointment for a period not exceeding six months

or until his successor is appointed and enters upon his office, whichever is earlier.”

(ii) for clause (h), the following clause shall be substituted, namely :—

“(h) He shall give effect to the decisions of the Authorities of the University taken in accordance with the powers conferred by or under this Act.”

(2) in clause (b) of sub-section (3), the word “routine” shall be omitted.

(3) for sub-section (5), the following sub-section shall be substituted, namely :—

“(5) When the post of the Vice-Chancellor falls permanently vacant, either by resignation or otherwise, the vacancy shall be filled up, in accordance with the provisions of clauses (a) and (b) of sub-section (1), and the Vice-Chancellor so appointed shall hold office for a full term of five years.”

4. *Amendment of section 15, Andhra Act XIV of 1954* :— In section 15 of the principal Act,—

(1) under the heading, ‘Class I—Ex-Officio Members’—

(i) after clause (3), the following clause shall be inserted, namely :—

“(3-a) The Vice-Chancellors of the other Universities in the State,”;

(ii) after clause (4), the following clause shall be inserted, namely :—

“(4-a) The Director of Technical Education,”;

(iii) after clause (7), the following clauses shall be inserted, namely :—

“(7-a) The Director of Animal Husbandry,

(7-b) The Circle Commander, National Cadet Corps, Andhra Pradesh,”;

(iv) after clause (9), the following clause shall be inserted, namely :—

“(9-a) The Heads of Departments in the University Colleges who are not Professors,”

(2) under the heading, ‘Class III—Other Members,’ for clauses (1) to (8), (both inclusive) the following clauses shall be substituted, namely :—

“(1) Twelve persons elected by the registered graduates from among themselves according to the principle of proportional representation by means of the single transferable vote :

Provided that a person shall not be eligible to stand for election from the graduates constituency, if he has not completed twenty-one years of age;

(2) Six persons elected from among themselves by the members of the Andhra Pradesh Legislative Assembly and two persons elected from among themselves by the members of the Andhra Pradesh Legislative Council according to the principle of proportional representation by means of the single transferable vote;

(3) One person elected from among themselves by the members of the municipal councils and presidents of village panchayats in each district in the University area;

(4) Six persons nominated by the Chancellor of whom three shall be from among the members of the municipal councils and presidents of village panchayats in Andhra University area and three shall be from among the members of the committees of municipalities, members of the district boards and the Sarpanches of gram panchayats in the Osmania University area;

Explanation :— In this clause, the expression “Committees of Municipalities” shall in relation to the Hyderabad district, include the Hyderabad and Secunderabad Municipal Corporations

(5) Twelve persons nominated by the Chancellor of whom two shall represent the Tirumala Tirupati Devasthanams, three shall be from among the Scheduled Castes, one from among

the Scheduled Tribes and two from among teachers, all being from the University area;

(6) Seven persons nominated by the Chancellor to represent the following languages in the University area as allotted hereunder :—

Telugu	...	Three
Tamil	}	...
Kannada		
Sanskrit		
Urdu		
		One each

(7) Six persons nominated by the Vice-Chancellor from among teachers of the University;”

5. *Amendment of section 16, Andhra Act XIV of 1954 :—*
In section 16 of the principal Act, in sub-section (1),—

(a) for sub-clause (i) of clause (h), the following sub-clause shall be substituted, namely:—

“(i) shall have pursued an approved course of study in a University College or an Affiliated College or an Oriental College unless exempted therefrom in the manner prescribed by the Statutes and shall have passed the prescribed examinations of the University; or;”

(b) for clause (n), the following clause shall be substituted, namely :—

“(n) to consider the annual report, the annual accounts and the financial estimates of the University and pass resolutions thereon in regard to the matters falling within its jurisdiction :”;

(c) clause (r) shall be omitted.

6. *Amendment of section 18, Andhra Act XIV of 1954 :—*
In section 18 of the principal Act,—

(1) under the heading 'Class I—Ex-Officio Members,' for clause (2), the following clause shall be substituted, namely:—

“(2) The Chairman, Board of Trustees, Tirumala-Tirupati Devasthanams,”

(2) under the heading 'Class II—Other Members,'—

(a) for the proviso, the following proviso shall be substituted, namely :—

“Provided that no employee of the University shall be a member of the Syndicate under the above categories.”;

(b) after clause (3) and the proviso, the following clause shall be added, namely :—

“(4) Three persons nominated by the Chancellor,”

7. *Amendment of section 19, Andhra Act XIV of 1954* :—
In section 19 of the principal Act:—

(1) for clause (c), the following clauses shall be substituted namely :—

“(c) subject to such Statutes as may be made in this behalf :—

(i) to appoint the teachers of the University below the rank of Readers, fix their emoluments and define their duties and conditions of service;

(ii) to appoint the teachers of the University of, and above, the rank of Readers on the recommendation of the Selection Committee, fix their emoluments and define their duties and conditions of service;

(cc) to suspend or dismiss teachers of the University subject to such Ordinances as may be framed in this behalf ;”

(2) after clause (t), the following clause shall be added, namely :—

“(u) to recommend to the Chancellor on the motion of the Vice-Chancellor, the conferment of honorary degrees and other academic distinctions.”

8. Amendment of section 20, Andhra Act XIV of 1954 :—
Sub-sections (2) and (3) of section 20 of the principal Act shall be omitted.

9. Amendment of section 21, Andhra Act XIV of 1954 :—
For sub-section (3) of section 21 of the principal Act, the following sub-section shall be substituted namely :—

“(3) The annual accounts and the financial estimates shall be considered by the Senate at its annual meeting and the resolutions of the Senate thereon shall be communicated to the State Government for information :

Provided that the Senate shall not pass any resolution so as to increase the total financial estimates on the expenditure side beyond the total estimated receipts.”

10. Amendment of section 22, Andhra Act XIV of 1954 :—
In section 22 of the principal Act.

(1) for the marginal note, the following marginal note shall be substituted, namely :—

“Power to incur unforeseen expenditure;”

(2) the words “in cases of emergency” shall be omitted.

11. Amendment of section 23, Andhra Act XIV of 1954 :—
In section 23 of the principal Act,—

(1) in sub-section (i),—

(a) under the heading ‘Class I—Ex-Officio Members’,

(i) after clause (2), the following clause shall be inserted, namely :—

“(2-a) The Presidents of the Andhra Pradesh Sahitya Akademi, Sangeet Natak Akademi and Lalita Kala Akademi.”;

(ii) for clauses (4) and (5), the following clauses shall be substituted, namely :—

“(4) The Principals of the University, Affiliated and Recognised Colleges,”

“(5) The Heads of Departments in the University Colleges who are not otherwise members of the Academic Council,”;

(b) under the heading ‘Class II—Other Members,’— clauses (1) and (2) shall be omitted;

(2) for sub-section (ii), the following sub-section shall be substituted, namely :—

“(ii) The Academic Council as constituted under sub-section (i) may co-opt as members not more than fifteen persons from among teachers of the University and Affiliated Colleges, as far as possible by rotation from such colleges, for such period and in such manner as may be prescribed by Regulations so as to secure adequate representation of different branches of learning.”

12. Amendment of section 31, Andhra Act XIV of 1954 :—
In section 31 of the principal Act,—

(1) in sub-section (1), the expression “and of members of the Senate under section 15, Class III (7)” shall be omitted;

(2) to the proviso to sub-section (2) the following shall be added, namely :—

“unless the Vice-Chancellor decides that it shall be filled up earlier.”

13 Amendment of section 34, Andhra Act XIV of 1954 :—
In sub-section (2) of section 34 of the Principal Act for the words “be an enrolled member of an affiliated college,” the words “be an enrolled member of a University College or an Affiliated College or an Oriental College” shall be substituted.

14. Amendment of section 42, Andhra Act XIV of 1954 :—
Clause (h) of section 42 of the principal Act shall be omitted.

15. Appointment of the first Vice-Chancellor under the principal Act as amended by this Act :— As soon as may be after the commencement of this Act, the Chancellor shall

appoint a Vice-Chancellor in accordance with the provisions of clause (a) of sub-section (1) of section 12 of the principal Act as amended by this Act.

16. *Transitory provision* :—(1) The person holding office immediately before the commencement of this Act as the Vice-Chancellor shall, on such commencement, be the Vice-Chancellor and he shall continue to hold the said office and to exercise all powers and to perform all duties conferred on the Vice-Chancellor until a Vice-Chancellor is appointed under section 15.

(2) The members of the Authorities of the University holding office immediately before the commencement of this Act, shall continue to hold the said office and to exercise all powers and to perform all duties conferred on them until new Authorities are constituted under the principal Act, as amended by this Act, and such constitution shall in no case extend beyond the 1st January, 1960;

Provided that any member nominated to the Senate under section 15, class III (7) of the principal Act as it stood immediately before the commencement of this Act and holding office at such commencement shall be entitled to continue as member for the period for which he was nominated.

SCHEDULE—I

I—THE ANDHRA PRADESH LAWS

(AMENDMENT OF SHORT TITLES ACT, 1961)

The following Act of the Andhra Pradesh Legislature received the assent of the Governor on the 6th February, 1961 and the said assent was first published on the 17th February, 1961 in the *Andhra Pradesh Gazette* (Extraordinary, Part IV-B, page 27) for general information :—

ACT No. IX of 1961.

An Act to amend the short titles of, and to make other consequential amendments in, certain laws in force in the State of Andhra Pradesh.

BE it enacted by the Legislature of the State of Andhra Pradesh in the Twelfth Year of the Republic of India as follows:—

1. *Short title* :— This Act may be called *The Andhra Pradesh Laws (Amendment of Short Titles) Act, 1961*.

2. *Definitions* :— In this Act, unless the context otherwise requires,— —

- (a) 'Andhra area' means the territories of the State of Andhra Pradesh which, immediately before the 1st November, 1956, were comprised in the State of Andhra;
- (b) 'Law' includes any enactment, ordinance, regulation, order, bye-law, rule, scheme, notification or other instrument having the force of law in the whole or in any part of the State of Andhra Pradesh and relating to any matter enumerated in List II or List III of the Seventh Schedule to the Constitution;
- (c) 'Telangana area' means the territories specified in sub-section (1) of section 3 of the States Reorganisation Act, 1956 (Central Act XXXVII of 1956).

3. *Amendment of short titles of certain laws.*

The short title of every law specified in column (2) of the First Schedule and its citation by the number and year as

indicated therewith shall be amended as specified in the corresponding entry in column (3) thereof and all references to any such law in any other law shall stand modified accordingly.

4. Consequential amendments in certain laws :—

(1) Whenever, the expression "State of Andhra" occurs in any law in force only in the Andhra area or the expression "Hyderabad area of the State of Andhra Pradesh" occurs in any law in force only in the Telangana area, otherwise than in the short title, then, unless the subject or context otherwise requires, the expression "Andhra area of the State of Andhra Pradesh", or the expression "Telangana area of the State of Andhra Pradesh", shall respectively be substituted therefor and there shall also be made in any sentence in which the said expression or any expression cognate thereto or any grammatical variation thereof occurs, such consequential amendment as the rules of grammar may require.

(2) The enactments specified in the Second Schedule shall be amended to the extent and in the manner mentioned therein, or if it is so directed, shall stand repealed.

THE FIRST SCHEDULE

(See Section 3)

Year	Existing short title and number and year.	Short title as amended and number and year.
(1)	(2)	(3)
	1. Regulations in force in the whole of the State of Andhra Pradesh.	
	2. Act in force in the whole of the State of Andhra Pradesh	
	3. Regulations in force in the Andhra area only of the State of Andhra Pradesh.	
	4. Acts in force in the Andhra Area only of the State of Andhra Pradesh.	

1920	The Madras District Municipalities Act, 1920 (Madras Act V of 1920).	The Andhra Pradesh (Andhra Area) District Municipalities Act, 1920 (Act V of 1920).
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(1)	(2)	(3)
1951	The Madras Hindu Religious and Charitable Endowments Act, 1951 (Madras Act XIX of 1951).	The Andhra Pradesh (Andhra Area) Hindu Religious and Charitable Endowments Act, 1951 (Act XIX of 1951).

5. *Regulations in force in the Telengana area only of the State of Andhra Pradesh.*

6. *Acts in force in the Telengana area of the State of Andhra Pradesh.*

THE SECOND SCHEDULE

(See Section 4 (2).)

SRI VENKATESWARA UNIVERSITY ACT, 1954

(Andhra Act XIV of 1954)

Section 1. — Omit sub-section (4).

(By order and in the name of the Governor of Andhra Pradesh)

D. SURYANARAYANASWAMY,
Secretary to Government,
Law Department.

SYED WASIULLAH HUSSAINI,
Special Officer,
Law Department.

SCHEDULE—I

J—THE ANDHRA PRADESH UNIVERSITIES ACTS (AMENDMENT) ACT, 1962.

The following Act of the Andhra Pradesh Legislature received the assent of the Governor on the 16th January, 1962, and the said assent was first published on the 22nd January, 1962, in the *Andhra Pradesh Gazette*, (Part IV-B Extraordinary, page 1) for general information :—

ACT No. 1 of 1962.

An Act to amend the Andhra University, Sri Venkateswara University and the Osmania University Acts.

BE it enacted by the Legislature of the State of Andhra Pradesh in the Twelfth Year of the Republic of India, as follows:—

1. *Short title* .— This Act may be called *The Andhra Pradesh Universities Acts (Amendment) Act, 1962*.

2. ——— ——— ———

3. *Amendment of Act, XIV of 1954* :— In Sri Venkateswara University Act, 1954 (Act XIV of 1954),—

(a) Clause (6) of section 36 shall be omitted;

(b) After section 40, the following section shall be inserted, namely :—

40-A. *“Borrowing of money* :— The University may borrow money from the Government of India or the University Grants Commission for the purposes of the University.”

4. ——— ——— ———

D SURYANARAYANASWAMY,
*Secretary to Government,
Law Department.*

SYED WASIULLAH HUSSAINI,
*Joint Secretary to Government,
Law Department.*

SCHEDULE — I

K-THE ANDHRA PRADESH AGRICULTURAL UNIVERSITY ACT, 1963¹ (EXTRACT OF SECTIONS 1 AND 43)

The following Act of the Andhra Pradesh Legislature received the assent of the Governor on the 27th December, 1963; and the said assent was first published on the 30th December, 1963, in the *Andhra Pradesh Gazette* for general information :—

ACT No. 24 of 1963

An Act to provide for the establishment and incorporation of an Agricultural University in the State of Andhra Pradesh and matters connected therewith.

BE it enacted by the Legislature of the State of Andhra Pradesh in the Fourteenth Year of the Republic of India as follows :—

CHAPTER—I — PRELIMINARY

1 *Short title, extent and commencement* :— (1) This Act may be called the Andhra Pradesh Agricultural University Act, 1963.

(2) It extends to the whole of the State of Andhra Pradesh.

(3) It shall come into force on such date² as the Government may, by notification in the *Andhra Pradesh Gazette*, appoint.

1. Vide *Andhra Pradesh Gazette*, Part IV-B - Extraordinary, issue No. 24, dated 30-12-1963, pages 3 to 26.

2. 4th May, 1964 - Vide G.O. Ms. No. 1277, Food and Agriculture, 28th April, '64, published in Part I-Extraordinary of the A.P. Gazette, issue No. 40, dated 30-4-'64.

CHAPTER IX — MISCELLANEOUS

43. *Power of Government to transfer certain Colleges and institutions to the University* :— (1) Notwithstanding anything in the Andhra University Act, 1925, Sri Venkateswara University Act, 1954, and the Osmania University Act, 1959, or the statutes made thereunder, the Agricultural College, Bapatla, *Sri Venkateswara Agricultural College, Tirupati*, the *Andhra Veterinary College, Tirupati*, and the College of Home Science Hyderabad, shall as from the date³ notified in the *Andhra Pradesh Gazette* by the Government in this behalf, be disaffiliated from the Andhra University, Sri Venkateswara University or the Osmania University, as the case may be, and shall be maintained by the University as University Colleges.

(2)

(3) The control and management of the colleges specified in sub-section (1) shall, ⁴as from the date notified by the Government under that Sub-section, stand transferred to the University and all the properties and assets, and liabilities and obligations of the Government in relation thereto shall stand transferred to, vest in, or devolve upon, the University.

(4)

(5)

⁵(6) Every person employed immediately before the date notified by the Government under sub-section (1), in any of the colleges specified in sub-sections (1) and (2) shall, as from that date, be deemed to be an employee of the University :

-
3. The words "as from the date notified in the *Andhra Pradesh Gazette* by the Government in this behalf" were substituted for the words "as from the appointed day" by Sec. 3 (i) of A.P. Act No. XI of 1964, published in A.P. Gazette dated 17-4-'64.
 4. The words "as from the date notified by the Government under that sub-section" were substituted for the words "as from the appointed day" by Section 3 (iii) of the A.P. Act No. XI of 1964, published in A.P. Gazette Extraordinary, issue No. 9. dated 17-4-'64 page 2.

Provided that such person shall be given the option to be exercised, within such time and in such manner as may be prescribed, either to be governed by the conditions of service applicable to him immediately before the date so notified or to be governed by the conditions of service as may be prescribed.

(7) Notwithstanding anything in this Act or the statutes made thereunder, any student of the University College, who was studying for any examination of the Andhra University, Sri Venkateswara University or the Osmania University shall be permitted to complete his course in preparation therefor, and the University shall make arrangements for holding for such students examinations, for such period as may be prescribed, in accordance with the curricula of studies of the Andhra University, Sri Venkateswara University or the Osmania University, as the case may be.

D. SURYANARAYANASWAMY,
*Secretary to Government,
Law Department.*

J. VIRASWAMY,
*Joint Secretary to Government,
Law Department.*

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5. Clause 6 was substituted for the following original clause by Section 3 (iv) *ibid*:—

“(6) Every person employed immediately before the appointed day in any of the colleges specified in sub-sections (1) and (2) shall, as from that day, be deemed to be an employee of the University :

Provided that such person shall be given the option to be exercised, within such time and in such manner as may be prescribed, either to be governed by the conditions of service applicable to him immediately before the appointed day or to be governed by the conditions of service as may be prescribed.”

SCHEDULE - I

L — SRI VENKATESWARA UNIVERSITY (AMENDMENT) ACT, 1966.

The following Act of the Andhra Pradesh Legislature received the assent of the Governor on the 29th January, 1966, and the said assent was first published on the 2nd February, 1966 in the *Andhra Pradesh Gazette*, (Extraordinary, Part IV - B, pages 25 to 36) for general information :-

ACT NO. 3 OF 1966. †

An Act further to amend Sri Venkateswara University Act, 1954.

BE it enacted by the Legislature of the State of Andhra Pradesh in the Seventeenth Year of the Republic of India as follows :-

1. (1) This Act may be called Sri Venkateswara University Short title and commencement. (Amendment) Act, 1966.

(2) It shall come into force on such date* as the State Government may, by notification in the Andhra Pradesh Gazette, appoint.

2. In section 1 of Sri Venkateswara University Act, 1954 Amendment of section 1, (hereinafter referred to as the principal Act XIV of 1954. Act), sub-section (5) shall be omitted.

3. In section 2 of the principal Act,—
Amendment of section 2.

(i) after clause (a), the following clauses shall be inserted, namely :-

"(a-1) "Aided College" means a college other than a Government College which receives aid out of the State Government funds;

(a-2) "College" means a college established and maintained by, or affiliated to, or recognised by, the University;"

† This has been incorporated in the Act.

* 2nd Feb. '66 - Vide Schedule II (H) for G.O. Ms. No. 179, Edn., dated 1-2-'66.

(ii) for clauses (c) and (d), the following clauses shall be substituted, namely :-

“(c) “Degree College” means a college established by or affiliated to, the University for providing courses of study qualifying students for admission to the examination for the ordinary degree in arts, science or commerce in accordance with the Regulations prescribed;

(d) “Department” means a University Department recognised as such by Statutes;

(d-1) “Honours College” means a University College or an Affiliated College in which provision is made for Honours or Post-Graduate courses of study leading upto the higher degrees of the University in accordance with the Regulations prescribed;”;

(iii) for clause (k), the following clause shall be substituted, namely :-

“(k) “Registered graduate” means a graduate registered under section 32-A;”;

(iv) for clause (l), the following clause shall be substituted, namely :-

“(l) “Secretary to the State Government” includes a Joint Secretary to the State Government and a Deputy Secretary to the State Government;”;

(v) for clause (m), the following clause shall be substituted, namely :-

“(m) “Teachers” means Professors, Readers and Lecturers in a college and such other persons giving instruction in a college, as may be declared by the Statutes to be teachers;”.

4 (1) In sub-section (1) of section 4 of the principal Act, –
Amendment of section 4.

(i) in the opening portion, for the words “objects and powers”, the words “powers, functions and objects” shall be substituted;

(ii) in clause (3), for the word "Statutes", the word "Regulations" shall be substituted;

(iii) after clause (8), the following clause shall be inserted, namely:-

"(8-a) to establish, maintain and manage, or to affiliate, Honours Colleges in any part of the University area outside the University campus;"

(2) For the marginal note to section 4, the following marginal note shall be substituted, namely:-

"Powers, functions and objects of the University."

5. In sub-section (3) of section 6 of the principal Act, **Amendment of section 6.** for the words "a First Grade College, a Second Grade College," the words "an Honours College or a Degree College" shall be substituted; and to the said sub-section, the following proviso shall be added, namely:-

"Provided that the institutions of research and higher learning outside or inside the University area may be recognised in the manner prescribed by the Statutes."

6. After section 7 of the principal Act, the following **Insertion of new section 7-A.** section shall be inserted, namely:-

"7-A. (1). The State Government may, after consultation **Instructions by the State Government.** with the University, give to the University instructions relating to the matters of major educational policy such as pattern of University education, medium of instruction and establishment of post-graduate centres, to be followed by it.

(2) In the exercise of its powers and performance of its functions under this Act, the University shall comply with the instructions issued under sub-section (1)."

7. After section 8 of the principal Act, the following section **Insertion of new section 8-A.** shall be inserted, namely:-

“8-A. The conditions of service of teachers and other Conditions of service of employees in Affiliated Colleges shall be teachers and other em- such as may, from time to time, be specified ployees of every Affilia- by the State Government in this behalf by ted College. notification publi hed in the *Andhra Pradesh Gazette.*”.

8. In clause (iv) of section 9 of the principal Act, for the word “Principal”, the word “Principals” shall be substituted.

9. In section 10 of the principal Act, the brackets and figure “(1)” and sub-section (2) shall be omitted.

10. In section 12 of the principal Act,—
Amendment of section 12.

(1) in sub-section (1),—

(i) for clauses (a) and (b), the following clauses shall be substituted, namely:—

(a) The Vice-Chancellor shall be appointed by the Chancellor.

(b) Subject to the provisions of clause (c), the Vice-Chancellor shall hold office for a term of three years from the date of his appointment and shall be eligible for reappointment to that office for another term of three years only :

Provided that the Vice-Chancellor shall continue to hold office after the expiry of his term of appointment for a period not exceeding six months or until his successor is appointed and enters upon his office, whichever is earlier.

(c) The Vice-Chancellor shall not be removed from his office except by an order of the Chancellor passed on the ground of misbehaviour or incapacity and after due inquiry by such person who is or has been a Judge of a High Court or the Supreme Court as may be appointed by the Chancellor, in which the Vice-Chancellor shall have an opportunity of making his representation against such removal.”.

(ii) clause (bb) shall be relettered as clause (d);

(iii) clause (bbb) shall be omitted.

(iv) clauses (c), (d), (e), (f), (g), (h), and (i) shall be relettered as clauses (e), (f), (g), (h), (i), (j), and (k) respectively.

(2) for sub-section (3), the following sub-section shall be substituted, namely:—

“(3) Where the Vice-Chancellor is unable to exercise his powers, perform his functions and discharge his duties owing to absence, illness or any other cause, the Syndicate may, subject to the approval of the Chancellor, make necessary arrangements for the exercise of the powers, the performance of the functions and the discharge of the duties of the Vice-Chancellor by appointing a Vice-Chancellor in-charge or otherwise.”;

(3) in sub-section (5), for the expression “the vacancy shall be filled up, in accordance with the provisions of clauses (a) and (b) of sub-section (1), and the Vice-Chancellor so appointed shall hold office for a full term of five years”, the expression “the vacancy shall be filled by the Chancellor by appointing another person as the Vice-Chancellor, and the Vice-Chancellor so appointed shall hold office for a full term of three years” shall be substituted.

11. In section 15 of the principal Act,—

Amendment of section 15.

(1) under the heading “Class I-Ex-Officio Members”—

(i) for clause (3-a), the following clause shall be substituted, namely:—

“(3-a) The Secretary to the State Government in the Education Department,”;

(ii) after clause (4-a), the following clause shall be inserted, namely:—

“(4-b) The Director of Higher Education,”;

(iii) clauses (6), (7) and (7-a) shall be omitted;

(iv) for clauses (7-*b*), (8), (9) and (9-*a*), the following clauses shall be substituted, namely :—

“(7-*b*) The Director, National Cadet Corps, Andhra Pradesh,”

(8) All Principals of the University Colleges and Professional Colleges and eleven Principals of Affiliated Colleges other than Professional Colleges, appointed by rotation by the Chancellor,

(9) Eight Professors of the University Colleges, eight Teachers of the University, Affiliated and Oriental Colleges and three representatives of managements of aided colleges appointed by nomination by the Chancellor,”.

(2) Under the heading ‘Class II-Life Members’, after clause (2), add the following :—

“(3) Notwithstanding anything in clauses (1) and (2), the persons who are life members at the commencement of Sri Venkateswara University (Amendment) Act, 1966, shall continue to be such members and after such commencement there shall be no new life member.”.

(3) under the heading “Class III-Other Members”—

(i) in clause (1), for the word “Twelve”, the word ‘Sixteen’ shall be substituted ;

(ii) for clauses (2), (3), (4), (5), (6) and (7), the following clauses shall be substituted, namely :—

“(2) Nine persons elected from among themselves by the members of the Andhra Pradesh Legislative Assembly and three persons elected from among themselves by the members of the Andhra Pradesh Legislative Council, in accordance with the principle of proportional representation by means of the single transferable vote ;

(3) Ten persons nominated by the State Government of whom one shall represent the Tirumala Tirupati Devasthanams, two shall be from among the Scheduled Castes, one from among the Scheduled Tribes, two from among women, and two from among Headmasters of Secondary Schools in the University area, all of whom shall be ordinarily resident in the University area ;”.

12. In sub-section (1) of section 16 of the principal Act,—
Amendment of section 16.

(i) in item (i) of clause (h), for the word “Statutes”, the word ‘Regulations’ shall be substituted;

(ii) for clause (m), the following clause shall be substituted, namely:—

“(m) (i) to prescribe the fees to be charged for the affiliation and recognition of the colleges;

(ii) to register the graduates of the University;”.

13. In section 17 of the principal Act, for sub-section (1),
Amendment of section 17. the following sub-section shall be substituted, namely:—

“(1) There shall be at least two ordinary meetings of the Senate in a year, one of which shall be called the annual meeting.”.

14. In section 18 of the principal Act,—
Amendment of section 18.

(1) under the heading “Class I-Ex-Officio Members”

(i) for clause (1), the following clause shall be substituted, namely:—

“(1) The Director of Higher Education.”;

(ii) clause (3) shall be omitted;

(2) under the heading “Class II-Other Members,” for clauses (1), (2) and (3), substitute the following, namely:—

“(1) Four persons elected by the Senate from among its members:

Provided that no employee of the University shall be a member of the Syndicate under this category.

(2) Two persons elected by the Academic Council from among its members.

(3) Five persons nominated by the Chancellor of whom two shall be from among the members of the Andhra Pradesh State Legislature and two shall be from among the Principals or Professors of the University Colleges or Professional Colleges and the remaining one shall be from among the Scheduled Castes or the Scheduled Tribes :

Provided that where any of the two members nominated from the Andhra Pradesh State Legislature belongs to the Scheduled Castes or the Scheduled Tribes, it shall not be obligatory on the part of the Chancellor to nominate any other person from the Scheduled Castes or the Scheduled Tribes."

15. In section 19 of the principal Act,—

**Amendment of
section 19.**

(1) for clause (c), the following clause shall be substituted, namely :—

“(c) subject to such Statutes as may be prescribed in this behalf under section 42 (f),—

(i) to appoint the teachers of the University below the rank of Lecturers ;

(ii) to appoint the teachers of the University of and above the rank of Lecturers, on the recommendations of the Selection Committee ;

(iii) to fix the emoluments of the teachers of the University and define their duties and conditions of service;” ;

(2) in clause (o), the words “or to any employee of the University” shall be added at the end ;

(3) for clause (p), the following clause shall be substituted, namely ;—

“(p) to affiliate Colleges to the University as Honours, Degree, Oriental or Professional Colleges, under conditions prescribed by the Statutes after consultation with the Academic Council and to recommend to the Senate, after consultation with the Academic Council, the suspension or withdrawal of such affiliation;” ;

(4) in clause (g), after the words "to grant recognition to", the words "the institutions and" shall be inserted.

16. For section 21 of the principal Act, the following Substitution of new sections shall be substituted, namely :—
sections for section 21.

"21. *Annual Accounts*. :— The Syndicate shall prepare during each financial year the annual accounts of the University of the preceding financial year and submit them to such audit as the State Government may direct before the end of the financial year. The accounts when audited shall be published in the Andhra Pradesh Gazette and copies thereof together with copies of audit report shall be submitted to the Senate not later than two years from the end of the financial year to which the accounts pertain and to the State Government;

21-A. *Financial Estimates* :— The Syndicate shall prepare before such date as may be prescribed by the Statutes, the financial estimates for the ensuing year along with annual accounts whether audited or not, of the preceding financial year and submit the same to the Senate. These estimates shall be considered by the Senate at its annual meeting and the resolutions of the Senate thereon shall be submitted to the State Government for information :

Provided that the Senate shall not pass any resolution so as to increase the total financial estimates on the expenditure side beyond the total estimated receipts."

17. In sub-section (i) of section 23 of the principal Act, Amendment of section 23. under the heading "Class - I-Ex-Officio Members."—

(i) after clause (1), the following clause shall be inserted, namely :—

"(1-a) The Director of Higher Education,";

(ii) for clause (2-a), the following clause shall be substituted, namely :—

“(2-a) One person each nominated by the State Government from among the members of the Andhra Pradesh Sahitya Akademi, Sangeet Natak Akademi, Lalita Kala Akademi and Science Akademi.”.

18. In sub-section (2) of section 24 of the principal Act, Amendment of section 24. for clause (d), the following clause shall be substituted, namely :—

“(d) to make recommendations to the Senate for the institution of Professorships, Readerships, Lecturerships and other teaching posts and to the Syndicate in regard to the duties and emoluments thereof;”

19. In section 31 of the principal Act,—

Amendment of section 31 :— (i) in sub-section (1), for the words ‘five years’ the words ‘three years’ shall be substituted, and for the words ‘ex-officio or life members’, the words ‘ex-officio members, life members and co-opted members’ shall be substituted;

(ii) in sub-section (2), after the expression “occurring before the next reconstitution”, the expression “or before the expiry of the period prescribed under sub-section (ii) of section 23” shall be inserted.

20. After section 32 of the principal Act, the following Insertion of new section 32-A. section shall be inserted, namely :—

“32-A. *Registered graduates* :— All graduates of the University and holders of such of the Oriental titles and diplomas as may be laid down by the State Government shall be entitled to have their names enrolled in the register of registered graduates and to enjoy all privileges of registration :

Provided that all graduates registered before the commencement of Sri Venkateswara University (Amendment) Act, 1966, whether by Sri Venkateswara University or not, shall continue to be on the roll of registered graduates.”

21. After section 34 of the principal Act, the following Insertion of new section 34-A. section shall be inserted, namely :—

“34-A. *Recognition of degrees and diplomas:* — The University shall recognise every degree conferred or diploma granted by any other University in the State as equivalent to the corresponding degree or diploma conferred or granted by the University.”

22. For section 36 of the principal Act, the following Substitution of new section shall be substituted, namely :—
tion for section 36.

“36. *Constitution of a Selection Committee :*— There shall be constituted a Selection Committee in regard to the appointment of teachers of and above the rank of Lecturers which shall consist of the following persons, namely :—

- (1) The Vice-Chancellor who shall be the ex-officio Chairman of the Committee;
- (2) The Director of Higher Education ;
- (3) The Chairman of the Faculty concerned ;
- (4) The Chairman of the Board of Studies concerned ;
- (5) The Head of the Department concerned ;

(6) In regard to appointment of teachers of and above the rank of Readers, the Selection Committee shall also include two persons nominated by the Syndicate, who shall not be members of the Syndicate, Senate or Academic Council :

Provided that no person shall participate in the meetings of a Selection Committee for any appointment if he is, or if he is a near relative of, a candidate for that appointment :

Provided further that no teacher holding a post lower in rank than the one to which the appointment is to be made shall be a member of the Selection Committee.”

23. In section 39 of the principal Act, for clause (1), the Amendment of following clause shall be substituted.
section 39. namely :—

“(1) its income including fees and endowments;”

24. For section 40-A of the principal Act, the following **Substitution of new sections shall be substituted, namely :—**
~~sections for section 40-A.~~

"40-A. Finance Committee :—

(1) There shall be constituted a Finance Committee which shall consist of the following persons, namely :

- (a) the Vice-Chancellor ;
- (b) the Secretary to the State Government in the Finance Department ;
- (c) two members chosen by the Syndicate from among its members.

(2) The Finance Committee shall have the following duties and powers, namely :—

- (a) to examine the annual accounts of the University and to advise the Syndicate thereon ;
- (b) to examine the annual budget estimates and advise the Syndicate thereon ;
- (c) to review the financial position of the University from time to time ;
- (d) to make recommendations to the Syndicate on all matters relating to the finances of the University ;
- (e) to make recommendations to the Syndicate on all proposals involving expenditure for which no provision has been made in the budget or which involve expenditure in excess of the amount provided in the budget.

40-B. Borrowing of money :— The University may borrow money from the Government of India or the State Government or the University Grants Commission or a Bank or a Corporation for the purposes of the University."

SCHEDULE - I

M—SRI VENKATESWARA UNIVERSITY (SECOND AMENDMENT) ACT, 1966.

The following act of the Andhra Pradesh Legislature received the assent of the Governor on the 16th May, 1966 and the said assent was first published on the 18th May, 1966 in the *Andhra Pradesh Gazette, (Part IV-B- Extraordinary of Andhra Pradesh Gazette, No.7, (pages 7 to 9), dated 18-5-1966)* for general information :-

ACT No. 12 OF 1966. *

An Act further to amend Sri Venkateswara University Act, 1954.

BE it enacted by the Legislature of the State of Andhra Pradesh in the Seventeenth Year of the Republic of India as follows :-

1. *Short title* :— This Act may be called Sri Venkateswara University (Second Amendment) Act, 1966.

2. *Omission of section 7-A in Act XIV of 1954* :— Section 7-A of Sri Venkateswara University Act, 1954 (hereinafter referred to as the principal Act) shall be omitted.

3. *Amendment of section 8* :— In sub-section (1) of section 8 of the principal Act, for the words "and also of the teaching and other work conducted or done by the University, and to cause an inquiry to be made in respect of any matter connected with the University", the words "and also to cause an inquiry to be made, into the teaching and other work conducted or done by the University, or in respect of any matter connected with the University" shall be substituted.

4. *Omission of section 8-A* :— Section 8-A of the principal Act shall be omitted.

5. *Insertion of new section 12-A* :— After section 12 of the principal Act, the following section shall be inserted, namely :-

* This has been incorporated in the principal Act.

*12-A. *Special provision as to the appointment of a new Vice-Chancellor* :— Notwithstanding anything in this Act, the person holding the office of the Vice-Chancellor immediately before the commencement of Sri Venkateswara University (Second Amendment) Act, 1966 shall continue to hold that office only until a new Vice-Chancellor is appointed by the Chancellor under clause (a) of sub-section (1) of section 12 and enters upon his office and such appointment shall be made within ninety days after such commencement. On the appointment of such new Vice-Chancellor and on his entering upon his office, the person holding the office of the Vice-Chancellor immediately before such appointment shall cease to hold that office.”

6. *Amendment of section 31* :— In sub-section (1) of section 31 of the principal Act, for the words, “the Senate, the Syndicate and the Academic Council”, the words “the Senate, the Syndicate, the Academic Council and the Finance Committee” shall be substituted.

7. *Insertion of new section 31-A* :— After section 31 of the principal Act, the following section shall be inserted, namely :—

“31-A. *Special provision as to the reconstitution of the Senate, Syndicate and Academic Council* :— Notwithstanding anything in this Act, the members of the Senate, the Syndicate and the Academic Council constituted and functioning before the commencement of Sri Venkateswara University (Amendment) Act, 1966 shall continue to be such members and function only until a new Senate, Syndicate or Academic Council, as the case may be, is reconstituted under this Act. On the reconstitution of such new Senate, Syndicate or Academic Council, the members of the Senate other than the life members thereof, the members of the Syndicate or Academic Council, as the case may be, holding office immediately before such reconstitution, shall cease to hold that office.”

SCHEDULE I

N—SRI VENKATESWARA UNIVERSITY (AMENDMENT)

ORDINANCE, 1966.

The following Ordinance which was promulgated by the Governor on the 11th August, 1966 was published Part in IV-B-Extraordinary of the A.P. Gazette No. 10, dated 11-8-'66, (page 3), for general information :—

ANDHRA PRADESH ORDINANCE No. 2 OF 1966.*

Promulgated by the Governor in the Seventeenth Year of the Republic of India.

An Ordinance further to amend Sri Venkateswara University Act, 1954.

WHEREAS the Legislature of the State is not in session and the Governor of Andhra Pradesh is satisfied that circumstances exist which render it necessary for him to take immediate action;

NOW, THEREFORE, in exercise of the powers conferred by clause (1) of article 213 of the Constitution of India, the Governor hereby promulgates the following Ordinance :—

1. This Ordinance may be called Sri Venkateswara University (Amendment) Ordinance, 1966.
Short title.

2 In section 12-A of Sri Venkateswara University Act, Amendment of section 1954, after the words "and such appointment shall be made within ninety days after such commencement", the words "or within such reasonable time after the said period of ninety days as the Chancellor may consider necessary" shall be inserted.
12-A. Act. 14. of 1954.

* This has not been replaced by an Act of the Legislature and it has been allowed to lapse. Amendment envisaged in Section 2 was not incorporated in the principal Act.

SCHEDULE II — A

Government of Andhra.

Education, Health and Local Administration Department.

G. O. Ms. No. 951, Education, dated 5th August, 1954.

ABSTRACT.

Act.—Sri Venkateswara University Act, 1954—Notification under Section 1 (3)—Published—Removal of certain difficulties—Orders passed.

ORDER :—

The appended Notification will be published in an Extraordinary issue of the Andhra Gazette.

(By Order of the Governor).

S. R. KAIWAR,

Secretary to Government.

To

The Special Officer, Sri Venkateswara University, Tirupati.
The Hon'ble the Chief Justice of the Andhra High Court,
with a covering letter.
The Accountant General (Andhra), Madras,
The Officer-in-charge, Andhra Government Press, Kurnool.

APPENDIX

NOTIFICATION I.*

In exercise of the powers conferred by Section 1, subsection (3), of Sri Venkateswara University Act, 1954 (Andhra Act XIV of 1954), the Governor of Andhra hereby directs that the provisions of the said Act (except sections 1, 48, 49 and 55 and the provisions relating to the affiliation or recognition of Colleges in the University area to or by Sri Venkateswara University) shall come into force on the 5th August, 1954.

NOTIFICATION II.*

WHEREAS it will take some time for the constitution of the Senate, the Syndicate, the Academic Council and other Authorities of Sri Venkateswara University in accordance with the provisions of Sri Venkateswara University Act, 1954 (Andhra Act XIV of 1954);

* Published in Part I of the Andhra Gazette, issue No. 31, Page 816, dated August 5, 1954.

AND WHEREAS the Vice-Chancellor of the University who is the academic head and the Principal Executive Officer of the University is empowered to exercise general control over its affairs;

AND WHEREAS no specific power has been conferred on him to incur expenditure, to hold, control and administer the property and funds of the University or to exercise any powers expressly conferred on any of the Authorities of the University.

AND WHEREAS a difficulty has therefore arisen in first giving effect to the provisions of the said Act, the Governor of Andhra, with a view to remove the said difficulty hereby directs, in exercise of the powers conferred by section 54 of the said Act, that until the Authorities of the University are constituted under the Act, the Vice-Chancellor,

- (a) shall have power to hold, control and administer the property and funds of the University;
- (b) shall exercise the powers conferred by the Act on the Senate, the Syndicate, the Academic Council and other Authorities of the University, until these bodies are constituted under section 50 of the Act.

SCHEDULE II - B

Government of Andhra

Education, Health and Local Administration Department.

G. O. Ms. No. 316, Education. Dated, 3rd March, 1955.

ABSTRACT.

Sri Venkateswara University, Tirupati - Constitution of University Authorities - Extension of time - Granted.

Read the following :-

From the Registrar, Sri Venkateswara University,
letter No. C2-158-55, dated 14-2-1955.

ORDER :—

The Registrar of Sri Venkateswara University has represented to Government that on account of certain practical difficulties, it has not been possible to constitute the various authorities of the University within six months after the date of appointment of the Vice-Chancellor as prescribed under Section 50(1) of Sri Venkateswara University Act, 1954. The Government, therefore, grant extension of time upto 2-8-'55 for the constitution of the authorities of the University.

2. The following notification will be published in the Andhra Gazette :-

NOTIFICATION.*

" Under Section 50(1) of Sri Venkateswara University Act, 1954 (Andhra Act XIV of 1954) the Governor of Andhra hereby directs that the Vice-Chancellor of Sri Venkateswara University shall make arrangements for constituting the Senate, the Syndicate, and the Academic Council of the said University before the 2nd August, 1955. "

(By Order of the Governor)

S.R. KAIWAR,

Secretary to Government.

To
The Registrar, Sri Venkateswara University, Tirupati.
The Superintendent, Government Press, Kurnool, for publication in the Andhra Gazette.

* Published in Part - I of the Andhra Gazette, issue No. 10, dated March 17, 1955, Page 373.

SCHEDULE II-C

Government of Andhra.

ABSTRACT.

Act.—Sri Venkateswara University Act, 1954—Removal of certain difficulties—Notification published.

Education and Endowments Department.

G. O. Ms. No. 472, Education. Dated, the 26th March, 1955.
Read the following :—

From the Vice-Chancellor, Sri Venkateswara University,
Tirupati, D. O. No. 62-A/54, dated 7—3—'55.

ORDER :—

The appended notification will be published in an extraordinary issue of the Andhra Gazette.

(By Order of the Governor)

C. NARASIMHAM,
Secretary to Government.

To

The Vice-Chancellor, Sri Venkateswara University, Tirupati.
The Accountant General, Andhra, Madras.
The Superintendent, Government Press, Kurnool, for publication in the Andhra Gazette.

APPENDIX NOTIFICATION. *

WHEREAS the provisions of Sri Venkateswara University Act, 1954 (Andhra Act XIV of 1954) relating to affiliation or recognition of Colleges in Sri Venkateswara University Area shall take effect only from the commencement of the Academic year 1956;

AND WHEREAS the Principals of the Colleges in the University Area cannot be considered as Principals of the Affiliated Colleges till the commencement of the Academic year 1956 and

* Published in Part-I-Extra-ordinary issue No. 19, of Andhra Gazette, dated 28-3-1955.

cannot, therefore, be ex-officio members of the Authorities of the University under the said Act;

AND WHEREAS it is considered necessary to have proper representation of members of the teaching profession in the first constitution of the Senate, the Syndicate and the Academic Council of the said University;

AND WHEREAS difficulty has arisen as to the first constitution of the authorities of the University;

NOW, THEREFORE, in exercise of the powers conferred by section 54 of the said Act, the Governor of Andhra hereby directs, that until the colleges now in the University Area are affiliated to the University, the Principals of those Colleges shall be, and exercise the functions of the members of the Senate and the Academic Council and be also eligible for being elected by the said Authorities as members of the Syndicate under section 18, Class II of the said Act.

SCHEDULE II-D
Government of Andhra.

ABSTRACT.

Sri Venkateswara University - Commencement of function - of the Senate and Academic Council - Notified.

Education and Endowments Department.

G.O. Ms. No. 1126, Education.

Dated: 21-6-1955.

Read again:—

G.O. Ms. No. 316, Education, dated 3-3-1955.

READ :—

Letter from the Registrar, Sri Venkateswara University, dated 11-6-1955.

ORDER :—

The Government in their order cited granted extension of time upto 2-8-55 for the constitution of the authorities of the Sri Venkateswara University as prescribed under Section 50 (1) of Sri Venkateswara University Act, 1954. The Registrar has now reported that the Senate and the Academic Council will commence to exercise their functions with effect from 23-6-55. The Government accordingly direct that the Senate and the Academic Council for Sri Venkateswara University shall function from 23-6-55.

2. The following notification will be published in the Andhra Gazette.

NOTIFICATION.*

Under Sub-section (3) of Section 50 of the Sri Venkateswara University Act, 1954 (Andhra Act XIV of 1954) the Governor of Andhra hereby directs that the Senate and the Academic Council of Sri Venkateswara University constituted under Sub-section (1) of the said section shall commence to exercise their functions on the 23rd June, 1955.

(BY ORDER OF THE GOVERNOR)

C. NARASIMHAM,

Secretary to Government.

To

The Registrar, Sri Venkateswara University, Tirupati.

Copy to : Superintendent, Government Press, Kurnool, for publication in the Andhra Gazette dated 23-6-55.

* Published in Part I of the Andhra Gazette, issue No. 26, dated July 7, 1955, page 1084.

SCHEDULE II - E

Government of Andhra.

ABSTRACT.

Sri Venkateswara University - Commencement of function of the Syndicate - Notified.

Education and Endowments Department.

G.O. Ms. No. 1434, Education.

Dated the 27th July, 1955.

Read the following :-

From the Registrar, Sri Venkateswara University, dated 21-7-1955.

ORDER :—

The following notification will be published in the Andhra Gazette :—

NOTIFICATION.*

Under Sub-Section (3) of Section 50 of Sri Venkateswara University Act, 1954 (Andhra Act XIV of 1954), the Governor of Andhra hereby directs that the Syndicate of Sri Venkateswara University constituted under Sub-Section (1) of the said Section shall commence to exercise its functions on the 28th July, 1955.

(BY ORDER OF THE GOVERNOR)

C. NARASIMHAM,

Secretary to Government.

To

The Registrar, Sri Venkateswara University, Tirupati.

Copy to the Superintendent, Government Press to publish the notification in the Andhra Gazette dated the 28th July, 1955.

* Published in Part - I of the Andhra Gazette, issue No. 29, dated 28-7-1955, page 1257.

SCHEDULE II-F

Government of Andhra.

ABSTRACT.

ACTS—The Sri Venkateswara University (Amendment) Act, 1955—Notification under Section 1 (2) — Issued.

Education and Endowments Department.

G.O. Ms. No. 2086.

Dated the 17th October, 1955

ORDER : —

The following notification will be published in the *Andhra Gazette*.—

NOTIFICATION.*

Under Sub-Section (2) of Section 1 of Sri Venkateswara University (Amendment) Act, 1955 (Andhra Act III of 1955), the Governor of Andhra hereby appoints the 22nd October, 1955 as the date on which the said Act shall come into force.

(BY ORDER OF THE GOVERNOR)

C. NARASIMHAM,
Secretary to Government.

To

The Superintendent, Government Press, Kurnool, for publication in the *Andhra Gazette*.

Copy to the Registrar, Sri Venkateswara University, Tirupati.

Copy to the Registrar, Andhra University, Waltair.

Copy to Law Department.

* Published in Part-I of the *Andhra Gazette*, dated 20-10-1955, page No. 1872.

SCHEDULE II — G

Government of Andhra Pradesh.

ABSTRACT.

AGRICULTURAL UNIVERSITY — Establishment of — Transfer of Agricultural, Veterinary and Home Science Colleges to the Agricultural University — Date — Notified.

Food and Agriculture (A.U.I.) Department.

G.O. Ms. No. 1752.

Dated the 1st July, 1964.

ORDER :—

The following notification will be published in the Andhra Pradesh Gazette :—

NOTIFICATION.

In exercise of the powers conferred by sub-section (1) of the Section 43 of the Andhra Pradesh Agricultural University Act, 1963 (Act No. 24 of 1963), the Governor of Andhra Pradesh hereby appoint 10th July, 1964 as the date on which the Agricultural College, Bapatla, *Sri Venkateswara Agricultural College, Tirupati*, the *Andhra Veterinary College, Tirupati*, and the College of Home Science, Hyderabad, shall be disaffiliated from their respective Universities and be maintained by the Andhra Pradesh Agricultural University as University Colleges.

(By order and in the name of the Governor of Andhra Pradesh)

M. SRIRAMULU,

*Special Officer, Agricultural
University and Ex-Officio Deputy
Secretary to Government,
Food and Agriculture Department.*

Copy to the Registrar, Sri Venkateswara University, Tirupati.

SCHEDULE II — H

Government of Andhra Pradesh.

ABSTRACT.

UNIVERSITIES — Sri Venkateswara University (Amendment) Act, 1966 — Appointment of the date on which the Amendment Act, 1966 shall come into force — Notified.

Education (V) Department.

G.O. Ms. No. 179, Education. Dated the 1st February, 1966.

ORDER :—

The following notification shall be published in the Andhra Pradesh Gazette :—

NOTIFICATION.*

In exercise of the powers conferred by Sub-Section (2) of Section 1 of Sri Venkateswara University (Amendment) Act, 1966 (Andhra Pradesh Act 3 of 1966), the Governor of Andhra Pradesh hereby appoints the 2nd February, 1966 as the date on which the said Act shall come into force.

(Sd.) N. BHAGWANDAS,
Special Secretary to Government.

Copy to the Registrar, Sri Venkateswara University,
Tirupati.

* Published in Part - I - Extraordinary, issue No. 39, dated 2-2-1966, of the Andhra Pradesh Gazette.

SCHEDULE II — I

Government of Andhra Pradesh.

ABSTRACT.

Universities – Sri Venkateswara University – Registration of Graduates – Orders – Issued.

Education Department.

G.O. Ms. No. 1448.

Dated 12th July, 1968.

Read :—

1. From the Registrar, Sri Venkateswara University, letter No. 29872/CCI/66, dated 16-4-1968.

ORDER :—

Section-32 A of the Sri Venkateswara University Act enacts that all graduates of the University and holders of such of the Titles and Diplomas as may be laid down by the State Government shall be entitled to have their names enrolled in the register of registered graduates and to enjoy all privileges of registration. The Government have decided that the holders of the Oriental Titles and Diplomas mentioned in the annexure to this order, awarded by the Sri Venkateswara University, shall be entitled to have their names enrolled in the register of registered graduates. The following notification shall be published in the Andhra Pradesh Gazette :—

NOTIFICATION.*

Under Section 32 (A) of the Sri Venkateswara University Act, 1954, the Government hereby declare that the holders of the Oriental Titles and Diplomas now current in the Sri Venkateswara University and specified in the annexure to this notification, shall be entitled to have their names registered in the register of registered graduates.

(By Order and in the Name of the Governor of Andhra Pradesh)

S.R. RAMAMURTI,
Secretary to Government.

* Published in Part-I of the Andhra Pradesh Gazette, issue No. 30, dated 25-7-1968, on page No. 1397.

To

The Director of Printing and Stationery, Hyderabad, for publication in the Andhra Pradesh Gazette.

The Registrar, Sri Venkateswara University, Tirupati.

The Registrar, Andhra University, Waltair.

The Registrar, Osmania University, Hyderabad.

The Director of Public Instruction, Andhra Pradesh, Hyderabad.

ANNEXURE.

I. Post-graduate diplomas in Medicine and Surgery :—

- | | |
|--|----------|
| 1. Diploma in Laryngology and Otology | (D.L.O) |
| 2. Diploma in Gynaecology and Obstetrics | (D.G.O.) |
| 3. Diploma in Ophthalmology | (D.O.) |
| 4. Diploma in Child Health | (D.C.H.) |
| 5. Diploma in Clinical Pathology | (D.C.P.) |
| 6. Diploma in Radiology | (D.R) |

II. Oriental Titles :—

1. Siromani (Added to Mimamsa, Vedanta, Nyaya Vyakarana and Sahitya).
2. Vidwan.
3. Afzal-ul-ulama.
4. Munshi-i-Fazil.
5. Adib-i-Fazil.
6. Tabib-i-Kamil.

LAWS OF THE UNIVERSITY

LAWS OF THE UNIVERSITY

CHAPTER — I

Preliminary

1. In these laws unless a different intention appears from
Scope of the laws. the subject or context, “The Laws” of the
Statute. University means the provisions contained
in the Sri Venkateswara University Act,
1954, and the Statutes, the Ordinances, the Regulations and the
Rules made under the Act.

2. The following definitions are in addition to those con-
tained in Section 2 of the Sri Venkateswara University Act:—

- (1) The “Act” means the Sri Venkateswara Univer-
sity Act, 1954.
- (2) “Section” means a section of the Act.
- (3) The “Gazette” means the Andhra Pradesh Gazette.
- (4) “Clear Days” means that the time is to be re-
ckoned exclusive of both the first and the last days.
- (5) “Resolution” means Original Proposition.
- (6) “Motion” means anything moved either by way of
resolution or amendment.

All words and expressions used and defined herein and in
the Act shall have the meanings so defined.

3. A member of the Senate, the Syndicate, the Academic
Notice and Address. Council, a Faculty, a Board of Studies, a
Statute. Board of Examiners or a Committee appoin-
ted under the Laws of the University shall,
as soon as appointed, elected or nominated, furnish to the
Registrar an address to which all communications intended for
him may be sent; and shall also intimate to him from time to
time change of address, if any, and the posting of communi-
cations to the address last given by him shall be sufficient
compliance with the requirements of the laws of the University
as to notice intended for him.

4. Where, under the Laws of the University, any act or proceeding is directed or allowed to be done or taken in the office of the Registrar on a certain day or within a prescribed period, and the office is closed on that day or the last day of the prescribed period, the act or proceeding shall be considered as done or taken in due time if it is done or taken on the day on which the office re-opens thereafter.

Validity of acts done on the day following a dies non.

Statute.

CHAPTER — II

Officers of the University

1. The following shall be the officers of the University :—

- Act, Sec. 9.* Officers of the University. (i) The Chancellor,
(ii) The Pro-Chancellor,
(iii) The Vice-Chancellor,
(iv) The Principals of the University Colleges,
(v) The Registrar, and
(vi) Such other persons as the Statutes may declare to be officers of the University.

(i) THE CHANCELLOR.

2. The Governor of Andhra Pradesh shall be the Chancellor. *Act, Sec. 10.* He shall, by virtue of his office, be the head of the University and the President of the Senate and shall, when present, preside at meetings of the Senate and at Convocations of the University. He shall exercise such other powers and perform such other duties as may be conferred on or vested in him by or under the provisions of this Act.

(ii) THE PRO-CHANCELLOR.

3. (1) The Minister in charge of the portfolio of Education in the State of Andhra Pradesh shall be the Pro-Chancellor of the University. *Act, Sec. 11.*

- (2) In the absence of the Chancellor or during the Chancellor's inability to act, the Pro-Chancellor shall exercise all the functions of the Chancellor.

(iii) THE VICE-CHANCELLOR.

4.(1)(a) The Vice-Chancellor shall be appointed by the Chancellor. *Act, Sec. 12.*

- (b) Subject to the provisions of clause (c), the Vice-Chancellor shall hold office for a term of three years

from the date of his appointment and shall be eligible for reappointment to that office for another term of three years only :

Provided that the Vice-Chancellor shall continue to hold office after the expiry of his term of appointment for a period not exceeding six months or until his successor is appointed and enters upon his office, whichever is earlier.

- (c) The Vice-Chancellor shall not be removed from his office except by an order of the Chancellor passed on the ground of misbehaviour or incapacity and after due inquiry by such person who is or has been a Judge of a High Court or the Supreme Court as may be appointed by the Chancellor, in which the Vice-Chancellor shall have an opportunity of making his representation against such removal.
- (d) The Vice-Chancellor shall be the academic head and the principal executive officer of the University and shall exercise general control over its affairs. He shall be a whole-time officer of the University and shall be paid a salary of two thousand rupees per mensem. He shall also be paid a conveyance allowance of one hundred and fifty rupees per mensem, if he is not provided by the University with a motor car for his use. He shall pay the standard rent or ten percent of his salary, whichever is less, if he occupies a house provided by the University.
- (e) He shall, by virtue of his office, be a member and Chairman of the Syndicate and of the Academic Council and shall preside at the meetings of the Senate and at Convocations of the University in the absence of the Chancellor and the Pro-Chancellor.
- (f) He shall be entitled to be present at and address at any stage any meeting of any Authority of the University but not to vote thereat, unless he is a member of the Authority concerned.

- (g) He shall have power to convene meetings of the Senate, the Syndicate and the Academic Council.
 - (h) It shall be his duty to see that the provisions of this Act, the Statutes, the Ordinances and the Regulations, are duly observed and he may exercise all powers necessary for this purpose.
 - (i) He shall have power to interpret the provisions of this Act, the Statutes, the Ordinances and the Regulations, and any person or Authority aggrieved may, within such time as may be prescribed, appeal to the Chancellor, whose decision shall be final.
 - (j) He shall give effect to the decisions of the Authorities of the University taken in accordance with the powers conferred by or under this Act.
 - (k) He shall have such other powers as may be prescribed.
- (2) (a) When, with regard to any matter in which any officer or Authority may take action, the Vice-Chancellor considers immediate action desirable, he may, subject to the general control of the Chancellor, take such action as may be necessary but shall, as soon as may be, report the action to the officer or Authority concerned.
- (b) An appeal shall lie to the Syndicate against any action taken by the Vice-Chancellor under clause (a) affecting any person in the service of the University, at the instance of such person. Such appeal shall be filed within thirty days from the day on which such person has notice of the action taken.
- (3) Where the Vice-Chancellor is unable to exercise his powers, perform his functions and discharge his duties owing to absence, illness or any other cause, the Syndicate may, subject to the approval of the Chancellor, make necessary arrangements for the exercise of the powers, the performance of the functions and the discharge of the duties of the Vice-Chancellor by appointing a Vice-Chancellor in-charge or otherwise.

(4) It shall be competent for the Chancellor to accept the resignation of the Vice-Chancellor.

(5) When the post of the Vice-Chancellor falls permanently vacant, either by resignation or otherwise, the vacancy shall be filled by the Chancellor by appointing another person as the Vice-Chancellor, and the Vice-Chancellor so appointed shall hold office for a full term of three years.

5. Appeals under Law 4 (1) (g) above from the person or authority aggrieved shall be made in writing and sent to the Chancellor through the Vice-Chancellor within ninety days from the date of such interpretation or ruling of the Vice-Chancellor. Any subsequent communication from the University to any person or authority about the interpretation or ruling shall not be considered as a fresh decision of the Vice-Chancellor.

6. The Vice-Chancellor shall be entitled to leave on full pay for one-eleventh of the period spent on active service.

In the event of the same incumbent being reappointed for a further term or terms continuously, he shall be entitled, in addition to the leave admissible as above, to leave on full pay for such unexhausted period of leave on full pay as may remain to his credit in any previous term of office.

The Vice-Chancellor shall also be entitled, in case of illness or an account of private affairs, to leave without pay for a period not exceeding three months during any three year's tenure of office; provided that such leave taken without pay may be subsequently converted into leave on full pay to the extent to which it may be subsequently earned after return to duty.

(iv) THE PRINCIPAL OF THE UNIVERSITY COLLEGES.

1. The Syndicate shall appoint one of the Professors of the University Colleges as also the Principal of the Colleges for such period as it may fix.

The Principal shall be paid a duty allowance of Rs. 150 per mensem.

2.(a) Teaching work :— The Principal shall ordinarily do
Duties and Functions of the Principal. not less than three hours of teaching work per week plus such practical work as may be necessary.
Statute.

(b) Administrative Functions :— Subject to the general control of the Vice-Chancellor, the Principal shall be in charge of all the institutions in the campus connected with the University Colleges, Library, Hostels, Societies, Play Fields, Workshop etc., and be responsible for the smooth and efficient working of the institutions and for their internal administration. It shall be his duty to satisfy himself that the work in the Colleges is being carried out methodically in accordance with the general programme. He will also arrange for the carrying out of all directions that may be issued by the Vice-Chancellor and the Syndicate from time to time.

(v) THE REGISTRAR.

1. The Registrar shall be a whole-time paid Officer of the **Appointment of Registrar.** University appointed by the Syndicate on *Act, Sec. 13. (1).* such terms as may be prescribed by the Statutes.

1-A. Notwithstanding anything contained in section 13 of **Appointment of the first Registrar.** the Act, within three months after the passing of this Act, the first Registrar shall be appointed by the Chancellor on a salary to be fixed by him for a period not exceeding three years on such conditions as he thinks fit.
Act, Sec. 49.

2. (a) (1). Save as otherwise provided every salaried Officer and Teacher of the University shall be appointed under a written contract.
Act, Sec. 35.

(2) The contract shall be lodged with the Registrar and a copy thereof shall be furnished to the officer or teacher concerned.

(b) An agreement shall be executed by the Registrar
Agreement. within one month from the date of his
Statute. taking charge of office in proper form as
prescribed on a non-judicial stamp paper
at his cost of the value of Rs. 1-8-0 or of the value required by
law for the time being and delivered to the University.

3. The salary of the Registrar shall be Rs. 800 per mensem
Salary. rising by annual increments of Rs. 50 per
Statute. mensem to Rs. 1250 (800-50-1250).

4. The Registrar shall be appointed in the first instance on
Probation and limit of probation for a period of two years; and on
service. confirmation in accordance with the laws
Statute. applicable to the members of the University
Superior Services, will continue in service
till he attains the age of 55 years.

It shall, however, be competent for the Syndicate to extend
the services of the Registrar beyond the age of 55 years in accor-
dance with the laws applicable to the members of the University
Superior Services.

5. The Syndicate shall have power upon sufficient cause
Suspension Etc. shown and after giving an opportunity to
Statute. explain, to suspend the Registrar from office
and from the emoluments thereof in whole
or in part for any period not exceeding one year, or to require
him to retire, or to deprive him of office and during the period
of suspension of the Registrar to make provision for his work;
provided no such sentence of suspension, etc.. shall have effect
until approved by the Chancellor.

6. The Registrar shall not be permitted to resign his
Resignation. appointment unless he gives six months'
Statute. notice of his intention to resign.

7. In all suits and other legal proceedings by or against the University, the pleadings shall be signed and verified by the Registrar and all processes in such suits and proceedings shall be issued to, and served on the Registrar.

Suits.
Act, Sec. 3. (3).

8. (a) The Registrar shall act as the Secretary of the Syndicate, the Senate and the Academic Council and shall exercise such powers and perform such duties as may be prescribed.

Duties and conditions of service.
Act, Sec. 13. (2).

(b) It shall be the duty of the Registrar,

(i) to be the custodian of the records, common seal, and such other property of the University as the Syndicate may commit to his charge,

Statute.

(ii) to conduct official correspondence relating to the University and be responsible for the proper maintenance of all the records of the University,

(iii) to issue under direction of the Vice-Chancellor, all notices, concerning meetings of the Senate, the Syndicate, the Academic Council, Faculties, Boards of Studies, Boards of Examiners, and any committees thereof, and

(iv) to perform such other work as may from time to time be prescribed by the Syndicate.

(c) He shall, in the execution of his office, be subject to the immediate direction and control of the Vice-Chancellor and shall generally render such assistance as may be desired by him in the performance of his official duties.

9. The Registrar shall not absent himself from his duties without the permission of the Vice-Chancellor if the period of absence is ten days or less and of the Syndicate if the period is above ten days.

Casual Leave.
Statute.

When the period of absence is for ten days or less, the Vice-Chancellor and when it is more than ten days, the Syndicate, shall make arrangements for the performance of the duties of the Registrar in such manner and on such terms as the Vice-Chancellor or the Syndicate respectively may determine.

10. The Registrar shall earn leave at the rate of one month **Earned Leave.** on average pay for every eleven months of *Statute.* completed service with the privilege of accumulating such leave upto a maximum period of six months.

All periods of leave on average pay shall count as service for purposes of pension or provident fund.

- 10-A.** (i) Leave on private affairs may be granted to the Registrar, for six months in all, and to a maximum of three months at any one time.
- (ii) Leave on private affairs may be combined with earned leave, but the total amount of leave so combined admissible at any one time shall be limited to six months.
- (iii) Leave on Medical Certificate may be granted to the Registrar for one year in all. Such leave shall be given only on production of a Medical Certificate and for a period not exceeding the amount of leave recommended in the Certificate.
- (iv) When the period of one year prescribed in sub-clause (iii) above has been exhausted, further leave on Medical Certificate for a period not exceeding six months in all may be granted in exceptional cases.
- (v) While on leave on private affairs or leave on Medical Certificate, the Registrar shall be entitled to leave salary equal to one half of his average pay.

11. The Registrar shall subscribe to the University Provident Fund and shall subject to the laws contained in the Chapter on Provident Fund etc., of these Laws, make a choice between the Provident Fund and Pension cum Provident Fund within one month from the date of joining duty in the University and the choice so made shall be final and effective for the rest of his service in the University.

12. The Registrar shall be paid travelling and halting allowances for journeys made on University business at rates admissible to members of the Syndicate as contained in the Chapter on Finance of these Laws.

13. He shall, on application previously made for the purpose of fixing a convenient hour, arrange that any member of the Senate, of the Academic Council, of the Syndicate, or of a Faculty, shall have access to the proceedings of the Senate, Academic Council, Syndicate, or Faculty, respectively and to any documents connected with such proceedings subject to the approval of the Vice-Chancellor.

CHAPTER III.

The Senate

1. The Senate shall consist of the following persons, namely :—

Class I—Ex-Officio Members.

Constitution of the Senate.
Act, Sec. 15.

- (1) The Chancellor,
- (2) The Pro-Chancellor,
- (3) The Vice-Chancellor,
- (3-a) The Secretary to the State Government in the Education Department,
- (4) The Director of Public Instruction,
- (4-a) The Director of Technical Education,
- (4-b) The Director of Higher Education,
- (5) The Director of Medical Services,
- { (6)
- { (7)
- { (7-a)
- (7-b) The Director, National Cadet Corps, Andhra Pradesh,

(8) All-Principals of the University Colleges and Professional Colleges and eleven Principals of Affiliated Colleges other than Professional Colleges, appointed by rotation by the Chancellor,

(9) Eight Professors of the University Colleges, eight Teachers of the University, Affiliated and Oriental Colleges and three representatives of managements of aided colleges appointed by nomination by the Chancellor,

(10) The members of the Syndicate who are not otherwise members of the Senate, and

(11) The Chairman of the Board of Trustees of the Tirumala-Tirupati Devasthanams.

Class II — Life Members.

(1) Such number of persons not exceeding three as may be appointed, on the recommendation of the Syndicate, by the Senate to be Life Members on the ground that they have rendered eminent services to education.

(2) All persons who make a donation of not less than Rs. 25,000 to or for the purposes of the University.

(3) Notwithstanding anything in clauses (1) and (2), the persons who are life members at the commencement of Sri Venkateswara University (Amendment) Act, 1966, shall continue to be such members and after such commencement there shall be no new life members.

Class III — Other Members.

(1) Sixteen persons elected by the registered graduates from among themselves according to the principle of proportional representation by means of the single transferable vote.

Provided that a person shall not be eligible to stand for election from the graduates constituency, if he has not completed twenty-one years of age ;

(2) Nine persons elected from among themselves by the members of the Andhra Pradesh Legislative Assembly and three persons elected from among themselves by the members of the Andhra Pradesh Legislative Council, in accordance with the principle of proportional representation by means of the single transferable vote ;

(3) Ten persons nominated by the State Government of whom one shall represent the Tirumala-Tirupati Devasthanams, two shall be from among the Scheduled Castes, one from among the Scheduled Tribes, two from among women, and two from among Headmasters of Secondary Schools in the University area, all of whom shall be ordinarily resident in the University area.

2. The elections to the Senate shall be conducted in accordance with the Laws contained in the Chapter on Elections of these Laws.

Elections.
Statute.

3. (1) The Senate shall have and exercise the following powers, namely:—

Powers of the Senate. (a) to make Statutes and to amend or
Statute and repeal the same and to consider, modify
Act, Sections 16 and 42. or cancel Regulations and Ordinances
in the manner prescribed by or under
this Act ;

- (b) to provide for instruction and training in such branches of learning as it thinks fit ;
- (c) to institute and maintain University Colleges ;
- (d) to provide for research and advancement and dissemination of knowledge ;
- (e) to institute Professorships, Readerships, Lecturerships and other teaching posts required by the University on the motion of the Syndicate and after considering the proposals of the Academic Council therefor ;
- (e-i) to make Statutes for the classification and the mode of appointment of the teachers of the University ;
- (f) to establish, equip and maintain University Laboratories, Libraries and Research Institutes ;
- (f-i) to make Statutes for the institution and maintenance of University Colleges and Laboratories and hostels ;
- (g) (i) to prescribe general conditions of affiliation and recognition and to suspend or withdraw affiliation or recognition, as the case may be, on the recommendation of the Syndicate and after consultation with the Academic Council ;
- (ii) to control in general all colleges in the University area in the manner prescribed by the Statutes ;
- (h) to confer degrees and other academic distinctions on persons who—
 - (i) shall have pursued an approved course of study in University College or an Affiliated College or an Oriental College unless exempted therefrom in the

manner prescribed by the Regulations and shall have passed the prescribed examinations of the University; or

- (ii) shall have carried on research under conditions prescribed;
- (h-a) to make Statutes for the holding of Convocations to confer degrees;
- (i) to confer honorary degrees or other distinctions on approved persons in the manner prescribed;
- (j) to institute fellowships, travelling fellowships, scholarships, exhibitions, bursaries, studentships, medals and prizes;
- (j-1) to make Statutes for the administration of endowments and the institution of and conditions of award of fellowships, travelling fellowships, scholarships, studentships, bursaries, exhibitions, medals and prizes;
- (k) to provide for lectures and instruction to persons not being students of the University and to grant diplomas to them;
- (l) to establish and maintain hostels;
- (m) (i) to prescribe the fees to be charged for the affiliation and recognition of Colleges.
(ii) to register the graduates of the University;
- (m-1) to make Statutes for the maintenance of a register of Registered Graduates;
- (n) to consider the annual report, the annual accounts and the financial estimates of the University and pass resolutions thereon in regard to the matters falling within its jurisdiction;
- (o) to enter into any agreement with the State or Central Government or with a private management for assuming the management of any institution and taking over its properties and liabilities or for any other purpose not repugnant to the provisions of this Act;

- (p) to delegate such of its powers as it deems fit to any Authority or Authorities constituted under this Act or the Vice-Chancellor;
- (q) to co-operate with other Universities and other Authorities in such manner and for such purposes as it may determine;
- (r) to make Statutes for the constitution, powers and duties of the Authorities of the University;
- (s) to make Statutes prescribing the powers, duties and conditions of service of the Officers of the University other than the Chancellor and Pro-Chancellor;
- (t) to make Statutes prescribing the method of election to the Authorities of the University and save as otherwise provided, the procedure at meetings of such Authorities, including the quorum for the transaction of business by them; and
- (u) to make Statutes for the institution of a Pension or Provident Fund for the benefit of the teachers of the University or its servants;

(2) The Senate shall exercise all the powers of the University not otherwise provided for and all Residuary powers of the Senate. powers requisite to give effect to the provisions of this Act.

4. The Senate may, on the recommendation of not less than two-thirds of the members of the Syndicate and by the votes of not less than one-half of the total membership of the Senate and two-thirds of the members present and voting, remove the name of any person from the register of Registered Graduates, and remove any person from membership of any Authority or Board of the University, if he has been convicted by a Court of Law of what in the opinion of the Senate is an offence involving moral turpitude; or if he has been guilty of scandalous conduct and for the same reasons may withdraw any degree or diploma conferred or granted by the University.

The Senate may also remove any person from the membership of any Authority of the University if he becomes of unsound mind or a deaf-mute or is suffering from leprosy.

5. (1) There shall be at least two ordinary meetings of the Meetings of the Senate. Senate in a year, one of which shall be called the annual meeting.
Act, Sec. 17.

(2) Upon a requisition in writing signed by not less than fifteen members of the Senate, the Vice-Chancellor shall convene a meeting of the Senate.

(3) Fifteen members shall form the quorum for a meeting of the Senate;

Provided that such quorum shall not be required at a convocation of the University or a meeting of the Senate held for the purpose of conferring degrees, titles, diplomas or other academic distinctions.

(4) In the absence of the Chancellor, the Pro-Chancellor and the Vice-Chancellor from any meeting of the Senate, the members present at the meeting shall choose one of their number to preside thereat.

STATUTES.

Meetings — General.

6. (a) Meetings of the Senate shall be of three kinds—

(i) Ordinary, (ii) Urgent and (iii) Special.

(b) The dates and hours and the venue for the meetings of the Senate shall be fixed by the Vice-Chancellor.

7. In the absence of the Chancellor, the Pro-Chancellor Chairman of Meeting, and the Vice-Chancellor from any meeting (Ordinary, Urgent or Special) of the Senate, the members present at the meeting shall choose one of their number to preside thereat.

8. Fifteen members of the Senate including the Chairman shall form the quorum for any meeting (Ordinary, Urgent, or Special) of the Senate.

9. (1) If a quorum is not present within thirty minutes after the time appointed for a meeting, the meeting shall not be held, and the Registrar shall make a record of the fact and the record shall be signed by the Chairman.

(2) If at any time during the progress of a meeting any member shall call attention to the number of members present, the Chairman shall within a reasonable time, count the number of the members present and, if a quorum be not present, he shall declare the meeting dissolved and shall leave the chair. All such dissolutions shall be recorded by the Registrar and the record shall be signed by the Chairman.

10. (a) The Chairman shall, if so directed by a meeting at which a quorum is present, adjourn the meeting from time to time but, subject to the provisions contained in other laws, no business shall be transacted at any adjourned meeting other than the business left unfinished at the meeting from which the adjournment took place; provided that the Syndicate or the Vice-Chancellor may bring any urgent business before an adjourned meeting, with or without notice. When a meeting is adjourned for fifteen days or more, not less than ten days notice of the adjourned meeting and of the business to be transacted at it shall be given. Save as aforesaid it shall not be necessary to give any notice of an adjourned meeting or of the business to be transacted at it.

(b) Non-receipt of notice, agenda and other papers connected with any meeting of the Senate by any member shall not invalidate the proceedings of the meeting.

(i) ORDINARY MEETINGS.

11. There shall be at least two ordinary meetings of the Senate in a year, one of which shall be called the annual meeting at which the *annual accounts, annual report, audit report* and

the *financial estimates* prescribed under sections 20, 21 and 21-A of the Act shall be presented. The Senate may pass resolutions with reference to the annual accounts and financial estimates subject to the condition that the Senate shall not increase the total financial estimates on the expenditure side, beyond the total estimated receipts.

12. (a) The Registrar shall, under the direction of the Vice-Chancellor give not less than six weeks notice of the date of an ordinary meeting :

Provided it shall however be competent for the Vice-Chancellor to postpone the date fixed for an ordinary meeting by a period not longer than fourteen days.

(b) Not less than twenty days before the date of an ordinary meeting, the Registrar, shall, under the direction of the Vice-Chancellor, send by post to every member a preliminary agenda paper specifying the place, the day and the hour of the meeting and the business to be brought before the meeting; provided however that the Syndicate or the Vice-Chancellor may bring any business, which in its or his opinion is urgent before any ordinary meeting, with shorter notice or without placing the same on the agenda paper.

13. Any member who wishes to move a resolution at an ordinary meeting shall forward a copy of the resolution to the Registrar so as to reach him not less than thirty clear days before the date of the meeting.

14. A member who has forwarded a resolution may, by giving written notice, which shall reach the Registrar not less than six clear days before the date fixed for the despatch of the preliminary agenda paper, withdraw the resolution.

15. No resolution shall be admissible which does not comply with the following conditions, namely :—

- (a) It shall relate to a matter within the cognizance and powers of the University and the Senate,
- (b) It shall be clearly and precisely expressed and shall raise substantially one definite issue,
- (c) It shall not contain arguments, inferences, ironical expressions or defamatory statements, nor shall it refer to the conduct or character of persons except in their official or public capacity,
- (d) It shall not refer to any matter which is under adjudication by a Court of Law, and
- (e) It shall not raise substantially the same question as that raised in a motion moved and decided in the Senate during the twelve months preceding the date of the meeting at which it is to be moved, unless the prior consent of the Vice-Chancellor has been obtained.

16. (1) The Vice-Chancellor shall cause each resolution of Resolutions placed on which notice has been given and which has Agenda. not since been withdrawn in accordance with Law 14 of this Chapter and which has been admitted in accordance with Law 15 of this Chapter, to be placed in the Agenda of the meeting at which it is to be moved.

(2) When any resolution is not included in the agenda paper under the direction of the Vice-Chancellor on any of the grounds mentioned in Law 15 abovegoverning the admissibility of resolutions. the Registrar shall, as soon as may be intimate the fact to the member stating the objection.

17. (1) Notwithstanding the notice prescribed for resolutions under Law 13, any member who wishes Resolutions on to move a resolution on any report or state- Ordinances and ment by the Syndicate included in the Regulations. preliminary agenda paper or on any Ordinance or Regulation placed before the Senate under sections 45 (2) and 46 (2) of the Act and included in the preliminary agenda paper, may do so by giving notice of the resolution which shall

reach the Registrar not less than twelve clear days before the date of the meeting, provided however, that no such notice will be necessary in the case of motions relating to urgent business brought forward by the Syndicate or the Vice-Chancellor but not included in the preliminary agenda.

(2) Resolutions of which due notice has been received by the Registrar under this Statute shall be included in the final agenda paper.

18. Any member wishing to move an amendment to a Notice of Amendments. resolution included in the preliminary agenda paper of an ordinary meeting of the Senate, shall forward a copy of the same to the Registrar so as to reach him not less than twelve clear days before the day of the meeting at which the resolution is to be moved.

19. (1) No amendment shall be admitted which does not Admissibility of comply with Law 15 and the following Amendments. Form of conditions :—

Amendment to Resolutions.

Amendment to a resolution shall be :—

- (i) by omitting a word or words ;
- (ii) by leaving out a word or words in order to insert some other word or words ; and
- (iii) by adding or inserting a word or words.

(2) No amendment shall be proposed which would reduce Relevancy of a resolution to its negative or opposite form. Amendments.

(3) Every amendment must be relevant to the resolution to which it refers and must be framed so as to form therewith, an intelligible and consistent sentence.

(4) An amendment must not be virtually an independent proposition.

20. Amendments of which notice is given in accordance with Law 18 and which have been scrutinised and admitted under Law 19 of this Chapter, shall be included in the final agenda paper.

21. The final agenda paper showing all the resolutions as in the preliminary agenda paper and all the resolutions under Law 17 and the amendments admitted under Law 19 by the Vice-Chancellor shall be sent by the Registrar by post to each member of the Senate not less than five days before the date of the meeting.

(ii) URGENT MEETING.

22. The Vice-Chancellor may whenever he thinks fit, convene an urgent meeting of the Senate for the transaction of any urgent business. The Registrar, under the direction of the Vice-Chancellor, shall give ordinarily not less than fifteen days notice of such meeting and forward with the notice to each member, a copy of the preliminary agenda paper for the meeting. In case of urgency, the Vice-Chancellor may convene a meeting at shorter notice. Any member who wishes to move an amendment to a resolution on the agenda paper shall forward the same to the Registrar in writing so as to reach him not less than seven clear days before the date of the meeting. The Registrar shall, on receipt of amendments, prepare, under the direction of Vice-Chancellor, a final agenda paper showing the resolutions as in the preliminary agenda paper and the amendments admitted as per Law 19 supra and shall send a copy of it by post to each member three days before the date of the meeting. No business other than that brought forward by the Syndicate and the Vice-Chancellor shall be transacted at an urgent meeting of the Senate. It shall be open to the Syndicate and the Vice-Chancellor to bring before an urgent meeting any urgent business with or without placing it on the agenda paper. For items in the Agenda for which notice of fifteen days has not been given, it shall be open to members to move amendments without giving prior notice.

(iii) SPECIAL MEETING.

23. (1) A special meeting of the Senate shall be convened by the Vice-Chancellor on receipt of a requisition in writing signed by not less than fifteen members of the Senate and sent to the Registrar. All such requisitions shall contain the terms of the resolution or resolutions to be moved together with the name of the mover of each resolution. No business other than consideration of such resolution or resolutions shall be transacted at a special meeting provided that the Syndicate or the Vice-Chancellor may bring any urgent business before such special meeting with or without notice.

(2) The resolutions shall conform to the Statutes regulating the admissibility of resolutions under Law 15 supra.

(3) Issue of notice and agenda paper and all other requisites for the conduct of the special meeting shall so far as they are applicable be the same as those prescribed and applicable for urgent meetings of the Senate.

BUSINESS OF MEETINGS.

24. The members shall sit in such order as the Vice-Chancellor may appoint.

25. At every meeting of the Senate the following shall be the order of business, after choosing, when necessary, the Chairman to preside thereat:—

- (1) Confirmation of the minutes of the previous meeting, if required ;
- (2) The answering of questions, if any, for such time as will be necessary not exceeding in any case one hour at each sitting at the discretion of the Chairman ;
- (3) Elections, if any ;
- (4) Any motion for a change in the order of business as stated in the agenda paper ;

- (5) Business brought forward by the Syndicate ;
- (6) Business brought forward by the Vice-Chancellor ;
- (7) Business brought forward by the Academic Council ;
- (8) Business brought forward by members of the Senate.

Note:—If any motion under (4) above, is moved and agreed to by the Senate, the business of the meeting shall be transacted accordingly; but not so as to bring any item under clause (8) before the items under other clauses.

26. (1) At an ordinary meeting of the Senate any member of the Senate may put questions for the purpose of obtaining information from the Syndicate on any matter concerning the University and the Senate.

(2) In order that a question may be admissible, it must satisfy the following conditions:—

- (i) It shall not publish any name or statement, not strictly necessary to make the question intelligible ;
- (ii) If a question contains a statement, the member asking it shall make himself responsible for the accuracy of the statement ;
- (iii) It shall not contain arguments, inferences, ironical expressions or defamatory statements or innuendos ;
- (iv) It shall not ask for an expression of opinion or the solution of an abstract legal question or of a hypothetical proposition or suggest action ;
- (v) It shall not refer to the character or conduct of any person except in his official capacity in the University ;
- (vi) No question once fully answered shall be put again.

(3) Any member who wishes to put a question shall forward **Notice of Question.** to the Registrar a notice in writing to that effect, together with a copy of the questions to be put so as to reach him not less than thirty clear days before the date of an ordinary meeting. No member can put more than twelve questions and no question shall refer to more than one subject.

(4) After the last date for the receipt of questions, the **Disallowance of questions.** Syndicate shall decide the admissibility of the questions and the answers that should be given thereto. It may disallow any question on the ground that—

- (i) it is, in its opinion, in contravention of the laws of the University;
- (ii) it relates to a matter which is not primarily the concern of the University;
- (iii) it involves the preparation of elaborate statements or statistics involving an excessive amount of time and labour, or
- (iv) it cannot be answered consistently with the interests of the University.

(5) The **Syndicate's decision.** decision of the Syndicate as to the admissibility of a question shall be final, and no discussion thereon shall be permitted at any meeting of the Senate.

(6) Questions which have been admitted and the answers **Answers to Questions.** given thereto shall be printed and circulated to the members of the Senate along with the final agenda.

(7) At a meeting of the Senate, the Chairman shall call out **Answering of questions at meetings.** the name of each questioner in the order in which the names are printed, specifying the serial number of his question and make a sufficient pause to give him or any other member a reasonable opportunity of rising in his place and putting a supplementary question.

(8) **Answering of Supplementary questions at meetings.** Supplementary questions must be put immediately after the principal question to which they relate and before the next question is called. Any member may put a supplementary question for the purpose of obtaining further elucidation of any fact, regarding which an answer has been given. The Chairman shall disallow any supplementary question, if in his opinion, it infringes the laws of the University or a member of the Syndicate nominated to answer supplementary questions may decline to answer without notice. The decision of the Chairman shall be final.

Supplementary questions shall be answered by the Vice-Chancellor or by members of the Syndicate nominated by him.

(9) **No discussion on questions.** No discussion shall be permitted in respect of any question or of any answer given to a question.

MOTIONS WITH OUT NOTICE.

27. **Correction of mistakes in Agenda.** At any meeting, the Chairman, may without any formal motion made, permit the correction of clerical or typographical mistakes in notices of motions or in reports or statements or other business placed before the meeting.

28. **Complimentary motions.** At any meeting of the Senate, motions of a complimentary character may without previous notice, be moved from the Chair or by any member with the previous permission of the Chair.

29. **Motions without Notice.** At any meeting of the Senate, the following resolutions may be moved without previous notice :—

- (i) A motion for a change in the order of Business as stated in the agenda paper ;
- (ii) A motion for the appointment of a Committee to consider and report on any matter before the Senate at the time;

- (iii) A motion remitting any matter before the Senate at the time to the Syndicate or to the Academic Council or to any other University Authority for its views or recommendations and report ;
- (iv) A motion for the adjournment of the meeting or debate or any question to a specified time ;
- (v) A motion for the adjournment of the debate on any question to the next meeting of the Senate;
- (vi) A motion for the Senate going into a Committee to consider any matter before the Senate at the time;
- (vii) A motion that the meeting be dissolved;
- (viii) A motion that the meeting do now pass on to the next business on the agenda paper;
- (ix) A motion that the question be now put (if accepted by Chairman);
- (x) A resolution relating to business not included in the agenda but brought forward either by the Syndicate or the Vice-Chancellor under Law 12 (b).

30. At any meeting of the Senate, the following amendments without previous notice may be moved without previous notice :—

- (i) Amendments to a motion for a change in the order of business as stated in the agenda paper, substituting an order different from that in the motion.
- (ii) Amendments to a motion for appointment of a Committee, whether for enlarging or restricting its purpose or the questions remitted to it, or for adding to or omitting the names of members proposed to form it.
- (iii) Amendments to a motion remitting any matter to the Syndicate or to the Academic Council or to any other University Authority.
- (iv) Amendments to a motion for an adjournment of the meeting or debate to a specified time, substituting a time different from that in the motion.

- (v) Amendments to a resolution brought forward by the Syndicate or the Vice-Chancellor under the proviso contained in Law 12 (b) of this Chapter or to a resolution moved by a member under the proviso to Law 17(1) of this Chapter.
- (vi) Amendments to any resolution or amendment on the agenda paper which, in the opinion of the Chairman, have been rendered necessary by and are consequential upon, any motion passed by the Senate at the same meeting.
- (vii) Amendments of a purely verbal or formal kind which, in the opinion of the Chairman, do not affect the sense or import of the motion to which they refer.

31. Save as otherwise provided in these laws, no resolution
Resolutions or or amendment which is not placed on the
Amendments not on agenda paper shall be moved at the meeting.
agenda paper.

MOTIONS IN GENERAL.

32. Every motion at a meeting shall be affirmative in form,
How to move motions. and it must be moved and seconded at the
meeting, otherwise it shall drop; provided,
however, that motions placed by the Syndicate or by the Vice-
Chancellor, before the Senate on behalf of any of the University
Authorities need not be seconded. When a motion has been
made and seconded it shall be stated from the Chair unless the
motion be ruled out of order by the Chairman.

33. An amendment may be moved at any time after the
question has been stated from the Chair and before it is put.

34. The order in which the amendments to resolutions are
Order of Amendments. to be moved shall be determined by the
Chairman.

35. (1) When the debate on an amendment is concluded,
the Chairman shall say :

“It has been moved” and shall state the motion, and shall then say “since then it has been moved by way of amendment” —and shall state the amendment.

36. Not more than one resolution and one amendment thereto shall be placed before a meeting at the same time.

Not more than one resolution and one amendment at a time

37. If an amendment is negatived, the original motion shall again be stated by the Chairman, and any other amendment which is in order may then be moved to the original motion.

38. If an amendment is carried, the motion as amended shall be stated by the Chairman and may be discussed as a substantive motion. Further amendments to the original motion may be moved, in so far as they are in order, in relation to the amended motion, and shall be disposed of in the same manner as the original amendment. When all the amendments have been thus dealt with, the Chairman shall take the vote of the meeting on the motion as finally amended as a substantive motion.

39. No resolution or amendment shall be withdrawn from the decision of the meeting without its unanimous consent; but this consent shall be presumed if the mover states his wish to withdraw the resolution or amendment and the Chairman, after an interval during which no dissent is expressed, announces that it is withdrawn.

Withdrawals of motions at the meeting.

40. When an amendment has been proposed to a resolution, the original motion cannot be withdrawn until the amendment has been first disposed of.

41. A motion may be ruled out of order by the Chairman at any stage in the proceedings of the Senate connected with the resolution before it is put to the vote.

Ruling out of order a motion.

42. Motions may be referred to the Syndicate before they are formally moved and seconded.
 When motions to be referred.

PROCEDURE ON MOTIONS.

43. Any motion made under Law 29 (ii to viii) of this Chapter, shall take precedence of any question that may be before the meeting at the time and must be disposed of before such question.
 Procedure on motions under Law 29.

44. When any motion under Law 29 (iv, vi, vii, and viii) of this Chapter has been brought forward and has been negatived, no other motion of the same kind shall be again brought forward until after the lapse of what the Chairman shall deem a reasonable time, nor shall any debate or discussion be allowed on such second or subsequent motion brought forward during a debate on the same question.

45. (1) A motion on an Ordinance or a Regulation placed before the Senate under Sections 45 (2) and 46 (2) of the Act may be for its cancellation or modification. A motion for the cancellation of an Ordinance or a Regulation shall be in the form "That the Ordinance or Regulation (mentioning it) be cancelled." A motion for the modification of an Ordinance or a Regulation shall be in the form "That the Ordinance or Regulation (mentioning it) be modified (followed by words indicating the modification proposed)."

(2) To a motion for the cancellation of an Ordinance or a Regulation, an amendment may be moved for its modification. To a motion for the modification of an Ordinance or a Regulation, an amendment may be moved for its cancellation or for a different modification to the one proposed in the original motion.

46. A motion for a change in the order of business as stated in the agenda paper shall be made immediately after the answering of questions and
 Procedure for change in the order of business.

elections, if any, and before the commencement of other business. It cannot be moved at any other time.

47. A motion directing a Committee to review or re-consider its decision or recommendation may be made at any time during the debate on any such decision or recommendation, but shall not be made so as to interrupt a speech. The motion shall specify the matter proposed to be referred to the Syndicate or other University authority, or Committee and may also indicate generally the direction in which the mover desires review or reconsideration. The motion may also indicate generally the direction that the Authority or Committee shall report to the Senate by a specified date, provided however that, if no date is mentioned for the submission of the report, such report shall be made at the next meeting of the Senate convened under Law 11 supra and if it is not possible to do so, the fact shall be reported to the Senate at such meeting.

48. A motion for the appointment of a Committee to consider and report upon any question before the Senate at the time may be made at any time, but not so as to interrupt a speech. The motion shall state the purpose for which the Committee is to be constituted and the names of its members and convener. The motion may include an instruction and may also specify the date for the submission of the report. An amendment to such a motion may be for enlarging or restricting the purposes for which the Committee is to be appointed or the questions remitted to it or for giving it an instruction or for adding to or omitting the names of members proposed to form it or for fixing a date, or a different date to the one already fixed in the original motion for the submission of the report, provided, however that, if no date is mentioned for the submission of the report, such report shall be made at the next meeting of the Senate convened under Law 11 supra, and if it is not possible to do so, the fact shall be reported to the Senate at such meeting.

If the mover of the resolution or of any amendment thereto proposes to include in the Committee persons who are not members of the Senate or who being members are not present at the meeting, he shall state at the meeting that he has obtained the consent of such persons to their names being proposed for inclusion.

49. A motion remitting any matter to the Syndicate, or any other University Authority may be made at any time, but not so as to interrupt a speech. **Motion remitting any matter to an authority.** The motion shall specify the matter proposed to be remitted and may also indicate generally the direction in which the matter remitted is to be considered. The motion may also include an instruction and may specify a date for the submission of the report by the authority, provided, however that, if no date is mentioned for the submission of the report, such report shall be made at the next meeting of the Senate convened under Law 11 supra and if it is not possible to do so, the fact shall be reported to the Senate at such meeting.

50. A motion for the adjournment of the meeting or debate to a specified time may be made at any time, but not so as to interrupt a speech. **Motion for adjournment.** The motion shall be in the form "That this meeting do now adjourn to," or "That the debate on this question be now adjourned to," followed by words indicating the day and hour proposed for the adjourned meeting or debate.

An amendment to any motion for adjournment of the meeting or debate shall be for substituting a different day or hour for the one originally proposed.

If the motion for the adjournment of the debate be carried, the debate shall stand adjourned to the time specified in the motion and the meeting shall pass to the next business, if any, on the agenda.

If the motion for adjournment of the debate is carried, the member who moved it may claim precedence to take part at

a later period in the debate when it is resumed. A member who moves the adjournment of the debate with the intention of taking part in it when resumed must confine himself when moving the motion for adjournment to the bare words of the motion. If the motion for adjournment is negatived, the mover cannot speak again on the main question.

51. A motion that the Senate resolve itself into a Committee may be made at any time, but not so as to interrupt a speech. The motion shall specify the item or items of business to be considered in Committee.

52. A motion for the dissolution of a meeting shall be in the form "That this meeting do now dissolve," and may be made at any time but not so as to interrupt a speech.

If the Chairman shall be of the opinion that the motion for dissolution is an abuse of the rules of the meeting, he may decline to put the question to the meeting. If he accepts the motion, it shall be put forthwith without amendment or debate.

If the motion be carried, the business still before the meeting shall drop, and the Chairman shall declare the meeting dissolved.

53. A motion to pass to the next business on the agenda shall be in the form "That the meeting do now pass to the next business on the agenda paper," and may be moved at any time after the main question has been stated by the Chair, but not so as to interrupt a speech.

The member moving the motion shall confine himself to the words of the motion. The member who seconds the motion shall confine himself to the words "I second the motion." If the Chairman shall be of the opinion that the motion to pass over to the next item is an abuse of the rules of the meeting,

he may decline to put the question to the meeting. If he accepts the motion, it shall be put forthwith without amendment or debate. If the motion is carried, the main question together with the amendments to it, if any, moved or given notice of, shall drop.

54. A motion for closure of a debate shall be in the form
Closure motion. "That the question be now put" and may be moved at any time, after a question has been stated from the Chair, but not so as to interrupt a speech. A member who moves the closure shall confine himself to the words "I move that the question be now put." The member who seconds the motion shall confine himself to the words "I second the motion."

Unless it shall appear to the Chairman that such motion is an abuse of the rules of the meeting or an infringement of the rights of the minority, or that the question before the meeting has not been sufficiently discussed, it shall be put forthwith, and decided, without amendments or debate.

When the motion "That the question be now put" has been carried and the question consequent thereon has been decided any member may claim without any further closure motion that such further question or questions which may be necessary to bring to a decision any question already stated from the Chair be put, and unless the Chairman withholds his assent, such further question or questions shall be put forthwith, and decided without amendment or debate.

SPEECHES.

55. A member can speak only when there is a question
When speeches allowed. before the meeting or when he moves or seconds a motion, except,—

- (1) when putting a question or answering a question put;
- (2) when speaking to a point of order;
- (3) when offering a personal explanation; or

- (4) when, with the special permission of the Chair, making a statement.

A member in possession of the meeting may speak before moving any motion which he intends to move, but he shall speak to the question and shall conclude his speech by formally moving the motion.

56. Except as otherwise provided, a member may not speak more than once to the same question.
How often speeches permitted.

A member who has spoken to the main question may not move or second an amendment to it or a motion under Law 29 during the debate on the same question; but he may speak to any such new question when moved and seconded by other members, if debate is permissible.

A member who has moved or seconded an amendment or a motion under Law 29(ii—viii) may not, after such amendment or motion has been disposed of, move or second any other amendment or motion under Law 29 (ii—viii) or speak to the main question; he may however speak or move or second an amendment to any such new motion when moved and seconded by other members, if amendment or debate is permissible;

Provided that a member may move or second more than one amendment to a question, when the main question relates to the framing, cancellation or modification of Statutes, Ordinances or Regulations or to the financial estimates;

Provided further that a member who successfully moves the adjournment of the debate on any question to a specified time may claim precedence to take part at a later period in the debate when it is resumed under Law 50.

A member may with the special permission of the Chair, make a statement on any matter arising from the debate on any question.

57. When the Chairman has ascertained that no other member entitled to address the meeting desires to speak, the mover of the resolution may reply upon the whole debate, provided that the mover of a resolution of the kind specified in Law 29 (ii—vi) or of an amendment shall have no right of reply. No member shall speak to a question after the mover has made his reply.

58. No speech shall exceed five minutes in duration provided that the mover of a resolution or of an amendment, when moving the same, may speak for fifteen minutes, provided further, that the Chairman, may at his discretion, allow a longer period to any speaker;

Provided further that the Chairman may, at his discretion, limit the duration of speeches on any subject at any stage to a shorter period than that above specified.

59. The member who first rises to speak at the conclusion of a speech has the right to be heard. In case of more than one member rising simultaneously, the Chairman shall decide who is in possession of the meeting.

60. The Chairman has the same right of moving or seconding or speaking to or opposing a resolution or an amendment as any other member; but if the Chairman desires to take part in a debate, he shall vacate the Chair until the vote on that debate is taken. During such time as the Chairman is absent, a member present shall be nominated by the Chairman to occupy the Chair. Without leaving the Chair, the Chairman may, however, at his discretion, or at the request of any member, explain to the meeting the scope of any resolution or amendment, or make any statement on any matter arising from or connected with the proceedings of the meeting.

61. A member who complains that his speech has been **Personal explanation.** mis-understood or that his conduct or character has been impugned in the debate, may be allowed to make a personal explanation. Such personal explanation may be offered whilst another member is speaking only if the member who is speaking gives way by resuming his seat.

62. Any member may call the Chairman's attention to a **Point of order.** point of order even whilst another member is speaking; but he shall confine himself to a statement of the point of order and shall not make a speech on such point of order.

No point of order can be raised while the Chairman is taking the votes on a question or taking a poll, except with his permission and only on a matter arising out of or during the vote or poll. The Chairman may deal with the matter immediately, or when the vote or the poll is completed.

63. When a debate on a motion is concluded or if there **Motions to be put to vote.** shall be no debate, the Chairman shall put the question to the vote.

VOTING.

64. All questions considered at meetings of the Senate shall **Decision of questions.** be decided by majority of the votes of the members present unless a particular majority is required by the laws of the University. The Chairman shall be entitled to vote on any question. If the votes be equally divided, the Chairman shall have a casting vote.

65. On any motion being put to the vote, the manner in **Manner of taking votes-Poll.** which the vote of the meeting shall be taken shall be left to the discretion and direction of the Chairman. If, as soon as the Chairman announces the result of the voting on any particular motion,

any member demands a poll, it shall be taken. In that case, the vote of each member voting shall be recorded and the names of members who abstain from voting shall also be recorded.

GENERAL.

66. A member must speak to the question under consideration. The Chairman may direct a member who persists in irrelevance or tedious repetition either of his own arguments or the arguments used by other members in debate to discontinue his speech.

67. If the Chairman rises, the member speaking or offering to speak must sit down at once.
Powers of Chairman on point of order.

68. The Chairman shall be the sole judge on any point of order, and may call any member to order, and shall have all powers necessary to enforce his decisions on all points of order.

69. The Chairman may direct any member whose conduct is in his opinion grossly disorderly to withdraw immediately from the meeting and any member so ordered to withdraw shall do so forthwith and absent himself during the remainder of the day's meeting.
Powers of Chairman to maintain order.

70. The Chairman may, in the case of grave disorder arising at a meeting, suspend the meeting for a time to be specified by him.
Power of Chairman to suspend sittings.

71. The minutes of all proceedings of each meeting of the Senate shall be signed by the Chairman of the meeting. The Registrar shall, under the direction of the Vice-Chancellor, send by post ordinarily within six weeks after a meeting, a printed copy of the minutes of that meeting so signed by the Chairman to each member of the Senate.
Minutes.

72. If no exception is taken by any member who was present at the meeting to the correctness of the minutes within ten days of the sending of the minutes, they shall be deemed to be correct.

73. If exception be taken within the time aforesaid, by means of a letter addressed to the Registrar definitely specifying the points which require correction in the minutes, the minutes shall be brought forward by the Syndicate at the next meeting of the Senate for confirmation or correction of such points by such of the members as were present when the business was transacted to which the minutes refer and as are also present at the next meeting when the minutes are brought forward for confirmation or correction.

74. Any member intending to protest against a motion passed at a meeting of the Senate to which the assent of the Chancellor is required, shall give notice in writing of his intention to the Registrar during office hours within forty-eight hours from the date and time of the holding of the said meeting and shall within fourteen clear days from such date of the said meeting, lodge his protest in writing with the Registrar during office hours. The Registrar under directions of the Vice-Chancellor, shall forward as soon as may be, a copy of the protest to the mover of the motion. The mover of the motion, may within fourteen clear days, from the receipt of the protest by him from the Registrar, prepare and send to the Registrar a memorandum in support of the decision of the Senate for the consideration of the Syndicate. The Syndicate shall, thereafter, submit the protest and the memorandum, if any, together with a copy of the motion for the consideration and orders of the Chancellor; and in all such cases the resolution shall not be submitted to the Chancellor for decision, except with the protest and the memorandum and any other papers which the Syndicate and the Vice-Chancellor may, in this connection, desire to be considered by the Chancellor.

SENATE IN COMMITTEE.

75. The proceedings of the Senate in Committee shall be governed by the same rules of debate as those of the Senate except that no notice of a motion shall be required and that a motion need not be seconded and that a member may speak on a motion any number of times.

76. The resolutions passed at meetings of the Senate in Committee shall be embodied in a report by the Registrar, which shall be laid before the Senate at the same or at a subsequent meeting. The resolutions of the Senate in Committee shall not become final unless they are confirmed by the Senate in open meeting.

77. Representatives of the Press and Visitors may be admitted to meetings of the Senate if they have obtained the previous permission of the Vice-Chancellor.

78. Members of the Senate attending a meeting shall sign in a Register kept for the purpose before they take their places at the meeting.

CHAPTER — IV

The Syndicate,

1. The Syndicate shall, in addition, to the Vice-Chancellor, consist of the following persons, namely:-
Constitution. Act, Sec. 18.

Class I—Ex-Officio Members.

- (1) The Director of Higher Education.
- (2) The Chairman, Board of Trustees, Tirumala-Tirupati Devasthanams.
- (3) (.....)
- (4) The Secretary to the State Government in the Finance Department.

Class II — Other Members.

(1) Four persons elected by the Senate from among its members:

Provided that no employee of the University shall be a member of the Syndicate under this category.

(2) Two persons elected by the Academic Council from among its members

(3) Five persons nominated by the Chancellor of whom two shall be from among the members of the Andhra Pradesh State Legislature and two shall be from among the Principals or Professors of the University Colleges or Professional Colleges and the remaining one shall be from among the Scheduled Castes or the Scheduled Tribes:

Provided that where any of the two members nominated from the Andhra Pradesh State Legislature belongs to the Scheduled Castes or the Scheduled Tribes, it shall not be obligatory on the part of the Chancellor to nominate any other persons from the Scheduled Castes or the Scheduled Tribes.

(4) Three persons nominated by the Chancellor.

2. The elections to the Syndicate shall be conducted in accordance with the laws and provisions contained in the Chapter on Elections of these Laws.

Elections.
Statute.

3. (a) (1). The Syndicate shall prepare an annual report of the University and submit it to the Senate on or before such date as may be prescribed by the Statutes.

Annual Report.
Act, Sec. 20.

(2) A copy of the report with a copy of the resolutions thereon, if any, of the Senate shall be submitted to the State Government for information.

(b) The annual report shall deal with the academic year (July-June) and shall invariably be submitted to the Senate in time for consideration at its next annual meeting.

Statute.

"4. Annual Accounts.

Act, Sec. 21.

The Syndicate shall prepare during each financial year the annual accounts of the University of the preceeding financial year and submit them to such audit as the State Government may direct before the end of the financial year. The accounts when audited shall be published in the *Andhra Pradesh Gazette* and copies thereof together with copies of audit report shall be submitted to the Senate not later than two years from the end of the financial year to which the accounts pertained and to the State Government.

4-A (a). Financial Estimates.

Act, Sec, 21-A.

The Syndicate shall prepare before such date as may be prescribed by the Statutes, the financial estimates for the ensuing year along with annual accounts whether audited or not, of the preceeding financial year and submit the same to the Senate. These estimates shall be considered by the Senate at its annual meeting and the resolutions of the Senate thereon shall be submitted to the State Government for information:

Provided that the Senate shall not pass any resolution so as to increase the total financial estimates on the expenditure side beyond the total estimated receipts."

(b) The annual accounts and the Budget shall be prepared by the Syndicate before the 10th January of each year or any other date as may be fixed by it and a copy shall be sent by post to the members of the Senate along with the preliminary agenda of the annual meeting.

5. The Syndicate may, for reasons to be recorded in writing, incur any expenditure for which no provision has been made in the Budget or which is in excess of the amount provided in the Budget; but a report of the expenditure incurred shall be made to the Senate at its next meeting.

6. Acceptance of benefaction by the University :—
 Acceptance of any benefaction. No benefaction shall be accepted by the University, which, in the opinion of the the authorities of the University, involves conditions of obligations as to religious belief in the admission or appointment of members, students, teachers or in any other connection whatsoever;

Provided that nothing in this section, shall prevent the University from accepting any such benefaction intended for the promotion of Research in any branch of study.

7. The Syndicate shall be the executive authority of the University and shall have power :—

(a) to direct the form, custody and use of the common seal of the University;

(a-1) to make Ordinances and amend or repeal the same;

(b) to hold, control and administer the property and funds of the University;

(b-1) to frame the financial estimates of the University and submit the same as prescribed to the Senate;

- (b-2) to purchase or transfer movable and immovable property on behalf of the University ;
- (b-3) to invest moneys belonging to the University ;
- (b-4) to accept on behalf of the University, endowments, bequests, donations and other transfers of property made to it: all such endowments, bequests, donations and transfers shall be reported to the Senate at its next meeting ;
- (c) to appoint the Registrar of the University on such terms and conditions as may be prescribed by the Statutes ;
- (d) to make proposals to the Senate, after consulting the Academic Council, for the institution of Professorships, Readerships, Lecturerships and other teaching posts required for the University ;
- (d-1) to appoint teachers of the University in accordance with the Act and the Statutes ;
- (d-2) to dismiss, remove or suspend the teachers of the University in accordance with the Ordinances ;
- (d-3) to fix the number, emoluments and conditions of service of the teachers of the University in accordance with the Ordinances ;
- (e) subject to such Ordinances as may be made in this behalf:—(i) to appoint the servants of the University (other than teachers of the University), fix their emoluments and define their duties and conditions of their service, and (ii) to dismiss, remove or suspend them ;
- (f) to control and manage the Provident Fund, the Pension - cum - Provident Fund, and the General Provident Fund instituted for the benefit of teachers and employees of the University ;
- (g) to award fellowships, travelling fellowships, scholarships, exhibitions, bursaries, studentships, medals and prizes in accordance with the rules laid down by the Senate ;

- (h) to appoint members of the Boards of Studies in accordance with the Ordinances ;
- (h-1) to make Ordinances for the constitution and determination of the functions of the Boards of Studies ;
- (i) to appoint Examiners in consultation with the Boards of Studies and fix their fees ;
- (i-1) to make Ordinances for the appointment and duties Examiners .
- (j) to conduct the University examinations and to approve and publish the results thereof ;
- (j-1) to make arrangements for examinations being conducted in accordance with the laws of the University, and for the supervision of such examinations and fix the remuneration of Superintendents at the examinations ;
- (k) to prescribe the fees to be charged for admission to the examinations, degrees and diplomas of the University ;
- (l) to fix, determine and award travelling expenses and other allowances to persons lawfully engaged or employed in the University business ;
- (m) to affiliate Colleges to the University as *Honours, Degree*, Oriental or Professional Colleges, under conditions prescribed by the Statutes after consultation with the Academic Council and to recommend to the Senate, after consultation with the Academic Council, the suspension or withdrawal of such affiliation ;
- (m-1) to grant recognition to the *institutions* and Oriental Colleges under conditions prescribed by the Statutes after consultation with the Academic Council and to recommend to the Senate in consultation with the Academic Council, the suspension or withdrawal of such recognition ;
- (m-2) to recognise teachers qualified to give instruction in affiliated and oriental colleges and hostels and to withdraw such recognition ;

- (m-3) subject to provisions of the Act and the Statutes, to arrange for and direct the inspection of all affiliated and oriental colleges and hostels ;
- (m-4) to prescribe the scales of pay of the teachers in the affiliated and recognised colleges and hostels ;
- (n) to approve the constitution and management of the affiliated and recognised colleges and hostels ;
- (o) to manage and control all colleges, hostels, libraries, laboratories; museums and the like instituted and maintained by the University ;
- (p) to recognise hostels not maintained by the University and to withdraw recognition therefrom ;
- (q) to supervise and control the residence and discipline of the students of the University and make arrangements for promoting their health and well-being ;
- (q-1) to make Ordinances for the conditions of residence of the students of the University and the levy of fees for residence in hostels maintained by the University ;
- (r) to recommend to the Chancellor on the motion of the Vice-Chancellor the conferment of Honorary Degrees and other academic distinctions;
- (s) to establish, manage and control a Publication Bureau, an Employment Bureau, Students' Unions, University Extension Boards, University Athletic Clubs and similar associations ;
- (t) subject to the provisions in the laws of the University to regulate the conduct of any student in a college or hostel connected with a college or colleges and to take cognizance of any misconduct by any student in a college or hostel or approved lodging or by any student, who seeks admission to a University course of study or by any candidate for Matriculation or for any University examination or for a Degree, Diploma or Certificate brought to the

notice of the Syndicate by a Director of Public Instruction or District Educational Officer of a District or by the responsible authorities of the college or hostel concerned or by a member of any one of the University Authorities or the Registrar of the University or by a Chairman of a Board of Examiners, or a Chief Superintendent at any centre of University examinations and to punish such misconduct by exclusion from any University examination or from any Convocation convened for the purpose of conferring Degrees, either permanently or for a specified period or by cancelling any University examination or by deprivation of any Scholarship held by such person or by awarding such other penalty as it deems proper;

- (u) to correspond on the business of the University with the Government and with all other authorities and persons;
- (v) to refer any matter to the Academic Council, a Faculty, a Board of Studies, a Board of Examiners, or any Committee, or person, and to call for a report or opinion thereon;
- (w) to delegate any of its powers to the Vice-Chancellor or to a Committee from among its own members or to a Committee appointed in accordance with the Statutes or to any employee of the University;
- (x) subject to the provisions in the laws, to appoint its own committees and to make its own Standing Orders and subject to the laws of the University, to regulate the disposal of its own business; and
- (y) to regulate and determine all matters concerning the administration of the University in accordance with the Statutes, the Ordinances and the Regulations and to exercise such other powers and perform such other duties as may be conferred or imposed on it by the Act and the other laws of the University.

CHAPTER V

THE ACADEMIC COUNCIL.

1. (i) The Academic Council shall consist of the following members, namely :—
Constitution.
Act, Sec. 23.

Class I—Ex-Officio Members.

- (1) The Vice-Chancellor,
- (1-a) The Director of Higher Education,
- (2) The Director of Public Instruction,
- (2-a) One person each nominated by the State Government from among the members of the Andhra Pradesh Sahitya Akademi, Sangeet Natak Akademi, Lalita Kala Akademi and Science Akademi,
- (3) The whole-time University Professors and other Professors appointed by the University,
- (4) The Principals of the University, affiliated and recognised Colleges,
- (5) The Heads of Departments in the University Colleges who are not otherwise members of the Academic Council,
- (6) Such members of the Syndicate as are not otherwise members of the Academic Council.

Class II—Other Members.

- (ii) The Academic Council as constituted under subsection (i) may co-opt as members not more than fifteen persons from among teachers of the University and affiliated Colleges, as far as possible by rotation from such colleges for such period and in such manner as may be prescribed by Regulations so as to secure adequate representation of different branches of learning.

2. (.....)

3. (1) The Academic Council shall, subject to the provisions of this Act and the Statutes, have the power by Regulations of prescribing all courses of study and of determining curricula and have general control of teaching within the University and be responsible for the maintenance of the standards thereof.

It shall have power to make Regulations consistent with this Act and the Statutes relating to all matters which by this Act or the Statutes may be provided for by Regulations and to amend or repeal such Regulations.

(2) In particular and without prejudice to the generality of the foregoing power, it shall have power—

- (a) to advise the Syndicate on all academic matters, including the control and management of the libraries;
- (b) to constitute the several Faculties as set forth in section 25 of the Act and such other Faculties as may be prescribed;
- (c) to formulate, modify or revise schemes for the constitution or reconstitution of departments of teaching;
- (d) to make recommendations to the Senate for the institution of Professorships, Readerships, Lecturerships and other teaching posts and to the Syndicate in regard to the duties and emoluments thereof;
- (e) to make recommendations to the Syndicate for the recognition of teachers qualified to give instruction in affiliated and oriental colleges and hostels;
- (f) to make Regulations for the encouragement of co-operation and reciprocity among colleges with a view to promoting academic life;
- (g) to make Regulations regarding the admission of students to the University or prescribing examinations as equivalent to University examinations or

the further qualifications mentioned in sub-section (1) of section 34 for admission to the degree courses of the University;

- (h) to make Regulations relating to courses, examinations and the conditions on which students shall be admitted to examinations for the degrees of the University;
- (i) to decide the conditions under which exemptions relating to the admission of students to examinations may be given;
- (j) to appoint a standing committee and to delegate to it or the Vice-Chancellor, powers to execute any of the functions assigned by this Act to the Academic Council; and
- (k) to make Regulations for the use of Telugu as medium of instruction and examination.

STATUTES.

Meetings—General.

4. (a) The meetings of the Academic Council shall be of Meetings of the Academic Council. three kinds, namely, (i) Ordinary, (ii) Urgent and (iii) Special.

(b) Twelve members of the Academic Council including Quorum. the Chairman shall be the quorum for any meeting of the Academic Council.

(c) The Vice-Chancellor, if present, shall preside at all Chairman of the meeting. meetings of the Academic Council; but if the Vice-Chancellor is not present, a member nominated by him shall be the Chairman.

(d) Non receipt of notice, agenda and other papers connected with any meeting of the Academic Council by any member shall not invalidate the proceedings of the meeting.

(i) ORDINARY MEETINGS.

5. The Registrar shall, under the direction of the Vice-Chancellor, give not less than six week's notice of the date of an ordinary meeting.

6. Any member who wishes to move a resolution at an ordinary meeting, shall forward a copy of the resolution to the Registrar so as to reach him not less than thirty clear days before the date of the meeting. A member who has forwarded a resolution, may, by giving written notice, which shall reach the Registrar not less than six clear days before the date fixed for the despatch for the preliminary agenda paper, withdraw the resolution.

7. The Registrar, under the direction of the Vice-Chancellor, shall cause each resolution of which notice has been given in accordance with Law 5 of this Chapter, and which has not since been withdrawn, to be placed on the agenda paper at the meeting at which it is to be moved, subject in general to the laws governing the admissibility of resolutions at Senate meetings.

8. Not less than twenty days before the date of an ordinary meeting, the Registrar shall send by post to every member a preliminary agenda paper specifying the date, the place and the hour of the meeting and the business to be brought before the meeting, provided that the Syndicate or the Vice-Chancellor may bring any business which in its or his opinion is urgent before any meeting with shorter notice or without placing the same on the agenda paper.

9. (1) Any member wishing to move an amendment to a resolution on the preliminary agenda paper of any meeting shall forward a copy of the same to the Registrar so as to reach him not less than twelve clear days before the day of the meeting at which the resolution

is to be moved and the amendments shall be included in the final agenda paper subject in general to the laws governing the admissibility of amendments to resolutions at Senate meetings

(2) Notwithstanding the notice prescribed for resolutions under Law 6, any member who wishes to move a resolution on any report or statement by the Syndicate included in the preliminary agenda paper, may do so by giving notice of the resolution which shall reach the Registrar not less than twelve clear days before the date of the meeting, provided however, that no such notice will be necessary in the case of motions relating to urgent business brought forward by the Syndicate or the Vice-Chancellor but not included in the preliminary agenda.

10. The Registrar shall, on receipt of amendments and resolutions given in accordance with the laws of this Chapter, prepare under the direction of the Vice-Chancellor, a final agenda paper showing all the resolutions as in the preliminary agenda paper and all the amendments admitted under the laws; and shall send a copy of it by post to each member of the Academic Council not less than five days before the date of the meeting.

(ii) URGENT MEETING.

11. The Vice-Chancellor may, whenever he thinks fit, convene an urgent meeting of the Academic Council for the transaction of any urgent business. The Registrar, under the direction of the Vice-Chancellor shall give ordinarily not less than fifteen days notice of such meeting and forward with the notice to each member a copy by post of the preliminary agenda paper for the meeting. In case of urgency, the Vice-Chancellor may convene a meeting with shorter notice. Any member who wishes to move an amendment to a resolution on the preliminary agenda paper shall forward the same to the Registrar in writing so as to reach him not less than seven clear days before the date of the meeting.

The Registrar shall, on receipt of amendments, prepare, under the direction of the Vice-Chancellor, a final agenda paper showing all the resolutions as in the preliminary agenda paper and the amendments admitted and shall send a copy of it by post to each member three days before the date of the meeting. No business other than that brought forward by the Syndicate and the Vice-Chancellor shall be transacted at an urgent meeting of the Academic Council. It shall be open to the Syndicate and the Vice-Chancellor to bring before the urgent meeting any urgent business with or without placing it on the agenda paper. For items in the agenda for which notice of fifteen days has not been given, it shall be open to members to move amendments without giving prior notice.

(iii) SPECIAL MEETING.

12. (1) A special meeting of the Academic Council shall be convened by the Vice-Chancellor on receipt of a requisition in writing signed by not less than twelve members of the Academic Council and sent to the Registrar. All such requisitions shall contain the terms of the resolution or resolutions to be moved together with the name of the mover of each resolution. No business other than consideration of such resolution or resolutions shall be transacted at a special meeting; provided that the Syndicate or the Vice-Chancellor may bring any urgent business before such special meeting with or without notice.

(2) Issue of notice and agenda paper and all other requisites for the conduct of the special meeting shall so far as they are applicable be the same as those prescribed and applicable for urgent meetings of the Academic Council.

BUSINESS OF MEETINGS.

13. At every meeting of the Academic Council the following shall be the order of business :—

- (1) Elections, if any,
- (2) Any motion for a change in the order of business as stated in the agenda paper,

- (3) Business brought forward by the Vice-Chancellor including business remitted by the Senate and the Syndicate,
- (4) Business brought forward by the Faculties and Boards of Studies, and
- (5) Business brought forward by members of the Academic Council.

PROCEDURE.

14. Admissibility of resolutions and amendments and the Procedure at meetings. conduct of and procedure at meetings of the Academic Council and of the Academic Council in Committee, shall in general be regulated by the procedure laid down for the meetings of the Senate so far as it is applicable.

CHAPTER VI

STANDING COMMITTEE OF THE ACADEMIC COUNCIL.

1. The Academic Council shall have power to appoint a Standing Committee and to delegate to it or the Vice-Chancellor, powers to execute any of the functions assigned by this Act to the Academic Council.

REGULATIONS.

2. There shall be a Standing Committee of the Academic Council which shall consist of the Vice-Chancellor (Chairman), the Principal of the University Colleges, the Deans of the various Faculties and three other members of the Academic Council nominated by the Chancellor provided that there shall always be among the members of the Standing Committee not less than three persons who are Principals of University or Affiliated Colleges. They shall hold office so long as they continue to be members of the Academic Council or for a period of three years whichever is shorter.

3. The Standing Committee shall assist the Vice-Chancellor in the preparation of the agenda for the meetings of the Academic Council or its Committees and in the preparation of notes or memoranda on any matter included in the agenda of these bodies and to place the same before them. It shall exercise such powers and perform such duties which the Academic Council may, by resolution, delegate or assign to it or which may be imposed on it by the Act, the Statutes and the Regulations.

4. The Standing Committee shall exercise the following powers of the Academic Council:—

- (1) to recommend to the Syndicate the grant of exemptions in accordance with the Regulations, if any.
- (2) to accept qualifications for admission to University courses in accordance with the Regulations, if any.

- (3) to recognise examinations of other Universities or bodies as equivalent to the examinations of this University.
- (4) to advise the Syndicate on applications received for affiliation or recognition of colleges.

5. The Vice-Chancellor, if present, shall preside at meetings of the Standing Committee; and in the absence of the Vice-Chancellor, a person nominated by him shall be the Chairman.

6. It shall be open to the Vice-Chancellor to obtain the opinion of the Standing Committee by circulation.

CHAPTER VII.

Faculties.

1. (i) The University shall include Faculties of:—

- Faculties.
Act, Sec. 25.
- (a) Oriental Learning (including Sanskrit), and Ancient Indian Arts;
 - (b) Architecture, Music, Dancing and other Fine Arts;
 - (c) Arts, Sciences, Commerce, Technology, Engineering and Teaching; and
 - (d) such other Faculties as may be prescribed.

Each Faculty shall comprise such departments of teaching as may be prescribed by the Statutes.

(ii) Each Faculty shall consist of:—

- (a) such members of the Academic Council as are appointed to it, and
- (b) teachers in the University colleges and professional colleges who are not members of the Academic Council but are members of the Boards of Studies in the subjects included in the Faculty.

(iii) The functions of the Faculties shall be prescribed by the Statutes.

STATUTES.

2. (a) Every member of the Academic Council shall be assigned to one or more of the Faculties by the Academic Council at a meeting or by its Standing Committee, if the Academic Council is not in session at the time of co-option or election of new member or when there is a change in the personnel of the ex-officio members of the Academic Council.
- (b) Subject to such other provisions as may be made in this behalf, (i) members of the Faculties who are members of the Academic Council shall hold office
- Membership
of a Faculty.

so long as they continue to be members of the Academic Council; and (ii) members of the Faculties who are not members of the Academic Council but are members of the Boards of Studies, shall hold office so long as they continue to be members of the Boards of Studies.

3. (a) **Departments comprising a Faculty.** The Faculty of Oriental Learning shall comprise the departments of teaching in Telugu, Sanskrit, Tamil, Kannada, Arabic, Persian, Urdu, Hindi and Ancient Indian Arts.
- (b) The Faculty of Fine Arts shall comprise the departments of Architecture, Music, Dancing and other Fine Arts.
- (c) The Faculty of Arts shall comprise the following departments of teaching :— English, Sanskrit, Telugu, Urdu, Hindi, Latin, French, German, Mathematics, Philosophy, Psychology, History, Anthropology, Politics, Economics and Geography.
- (d) The Faculty of Sciences shall comprise the following departments of teaching :— Mathematics, Physics, Chemistry, Geology, Zoology, Botany, and Domestic Science.
- (e) The Faculties of Commerce, Engineering, Teaching, Medicine, Veterinary Science, Agriculture and Law shall each comprise one Department of teaching in the subject.

4. **Nomination of Dean.** The Chancellor shall nominate one from among the members of each Faculty to be its Dean. The Dean of each Faculty shall hold office so long as he is a member of the Faculty or for three years whichever is shorter.

5. **Temporary Dean.** During the temporary absence of the Dean of a Faculty, the Vice-Chancellor shall nominate a member of the Faculty who shall, for the time

being, and so far as may be necessary, act as Dean of the Faculty.

6. A Faculty shall have power :—

- Powers of a Faculty.**
- (i) to consider and report on any matter referred to it by the Senate, the Academic Council, the Syndicate or the Vice-Chancellor ;
 - (ii) to draft Regulations in regard to courses of study and examinations prescribed by the University and to lay such Regulations before the Academic Council ;
 - (iii) to remit any matter to a Board of Studies comprised within the Faculty for consideration and report either to it or to the Academic Council direct or to any other authority concerned ;
 - (iv) to consider any report or recommendation of any Board of Studies ;
 - (v) to appoint a committee of the Faculty for any purpose within its cognizance ; and
 - (vi) to hold meetings of the Faculty or a committee of the Faculty along with any other Faculty or a Committee thereof for the discussion of any matter of common interest.

7. The Faculties shall meet at such times as are fixed by the Meetings. Vice-Chancellor.

8. Any member of a Faculty may bring before any meeting of the Faculty any matter within its cognizance by giving written notice of the same to the Dean, who shall, subject to the provisions of this Chapter, request the Registrar to include such matter in the Agenda of the next meeting of the Faculty.

9. Notice of a meeting of a Faculty shall be sent by post to each member by the Registrar under the direction of the Vice-Chancellor stating the date, time and place of the meeting and also

Notice of meeting and Agenda.

showing the business to be brought before the meeting. The period of notice shall ordinarily be fifteen days, unless the Vice-Chancellor, for reasons of urgency, fixes a shorter period. No item of business which is not entered on the agenda paper of a meeting of a Faculty shall be considered at the meeting; provided that the Dean may bring any matter before any meeting without the same being included in the agenda paper with the previous approval of the Vice-Chancellor.

10. The Dean may, at his discretion, remit any matter referred to the Faculty to a Board or Boards of Studies within the purview of the Faculty before laying it before a meeting of the Faculty.

11. Subject to the foregoing Statutes, the procedure at meetings of Faculties shall in general be in accordance with the procedure prescribed for meetings of the Academic Council. With regard to any point of order or matter of procedure, the decision of the Chairman at the meeting shall be final.

12. The quorum for a meeting of a Faculty shall be one third of the actual number of the members of the Faculty.

13. The proceedings at each meeting of a Faculty shall be communicated by its Chairman to the Registrar within ten days of the date of the meeting.

CHAPTER VIII.

Boards of Studies.

1. (i) Separate Boards of Studies shall be attached to each Department of teaching. The constitution and functions of the Boards of Studies shall be prescribed by the Ordinances.
Act, Sec. 26

(ii) The Syndicate shall have power to appoint members of the Boards of Studies in accordance with the Ordinances.
Act, Sec. 19 (f)

(iii) The Syndicate shall have power to make Ordinances subject to the provisions of this Act and the Statutes and such Ordinances may provide for the constitution and determination of the functions of the Boards of Studies.
Act, Sec. 44 (h)

ORDINANCES.

2. (a) The Syndicate may constitute Boards of Studies for the following departments of teaching :—

- | | |
|-----------------------------|--------------------------|
| 1. English | 21. Geology |
| 2. Sanskrit | 22. Domestic Science |
| 3. Telugu | 23. Commerce |
| 4. Hindi | 24. Music & Fine Arts |
| 5. Tamil | 25. Engineering |
| 6. Kannada | (a) Civil |
| 7. Arabic, Persian and Urdu | (b) Electrical |
| 8. Oriental Languages | (c) Mechanical |
| 9. Ancient Indian Arts | 26. Anthropology |
| 10. Latin, French & German | 27. Geography |
| 11. Philosophy | 28. Social Service |
| 12. History | 29. Education |
| 13. Politics | 30. Drawing and Painting |
| 14. Economics | 31. Medicine |
| 15. Psychology | 32. Veterinary Science |
| 16. Mathematics | 33. Agriculture |
| 17. Physics | 34. Law |
| 18. Chemistry | 35. Political Science |
| 19. Botany | 36. French, German and |
| 20. Zoology | Russian |

3. The Syndicate shall decide from time to time whether there should be one Board of Studies for each of the department of teaching or two Boards, one for Honours and Post-Graduate and another for Pass Courses.

The constitution of the Boards shall be as hereunder :—

(i) *Honours and Post-Graduate Boards of Studies* :—

- (a) The University Professor or where there is no Professor, the Head of the University department in the subject for which the Board is constituted, ex-officio member and Chairman;
- (b) The Chairman of the corresponding Pass Board of Studies, if any, ex-officio member; and
- (c) No fewer than three nor more than seven members (excluding ex-officio members) of whom two shall ordinarily be external members.

(ii) *Pass Boards of Studies* :—

- (a) The Chairman of the corresponding Board of Honours and Post-Graduate Studies, if any, ex-officio member; and
- (b) No fewer than three nor more than six members (excluding ex-officio members).

Provided, however, that where several subjects come within the purview of an Honours or Pass Board of Studies, it shall be competent for the Syndicate to increase the strength of the Board concerned upto a maximum of 12 (excluding ex-officio members).

Notes— “Internal member” means a member who is a teacher in the University or in an affiliated or recognized college, and “external member” means one who is not an internal member.

(iii) *Combined Boards of Studies (Pass and Honours)* :—

- (a) The University Professor or where there is no Professor, the Head of the University department, ex-officio member; and

- (b) No fewer than three nor more than twelve members (excluding ex-officio members).

4. Members of Boards of Studies (other than ex-officio members) and their Chairmen shall be appointed by the Syndicate and they shall hold office for a period of three years.

Provided, however, a member appointed in his capacity as a teacher in any of the University or affiliated or oriental colleges or as the holder of an office shall cease to be a member of the Board or Boards concerned from the date when he ceases to be a teacher in any such college or the holder of any such office. Any person appointed in a vacancy occurring before the expiry of the original term of three years shall subject to other provisions be a member of the Board concerned only for the residue of the period for which the person whose place he has filled would have been a member.

Provided also that it shall be competent for the Syndicate to declare any 'external member' of a Board to have vacated his membership on his ceasing to be the holder of the appointment he was holding at the time of his appointment to the Board or if he leaves South India.

Provided also it shall be open to the Syndicate to declare any member of a Board to have vacated his membership on the Board if he leaves India or goes on leave for a period of more than 3 months.

During the temporary absence of the Chairman of a Board, the Vice-Chancellor shall nominate a member of the Board, who shall for the time being and so far as may be necessary, act as the Chairman of the Board.

5. It shall be the duty of each Board of Studies to consider
Functions. and report on any matter referred to it in accordance with the Laws of the University by the Syndicate or the Academic Council or the Faculty or the Dean of the Faculty concerned in the subject with which it deals.

6. Each Board shall have power to make recommendations
Powers. to the Academic Council in regard to text-
books, courses of study and examinations
in the subject with which it deals.

Each Board shall have power to recommend to the Syndicate
persons suitable for appointment as Examiners and Paper-
Setters in the subject with which it deals in accordance with the
procedure laid down by the Syndicate.

Any Board may consult specialists who are not members of
the Board, and may, with the previous permission of the Vice-
Chancellor, request such specialists to attend the meetings of
the Boards of Studies concerned but without power to vote
thereat.

7. The Boards of Studies shall meet at such times as are
Meetings, fixed by the Vice-Chancellor. The Registrar,
under the direction of the Vice-Chancellor,
shall convene the meetings of the Boards of Studies.

8. Half the actual number of a Board or Boards shall form
Quorum. a quorum.

9. It shall be open to the Vice-Chancellor to obtain the
opinion of the Boards of Studies by circulation.

CHAPTER IX

University Colleges

1. (i) (a) 'University College' means a college established or maintained by the University and providing courses of study qualifying students for admission to University examinations in accordance with the Regulations prescribed.

Act, Sec. 2 (f)
(b) "Honours College" means a University College or an Affiliated College in which provision is made for Honours or Post-graduate Courses of study leading up to the higher degrees of the University in accordance with the Regulations prescribed.

(ii) The University shall have power to constitute the Sri Venkateswara Colleges as University Colleges.

Act, Sec. 6 (1)
(iii) The University may establish under its direct control and management such scientific, technical and other colleges as may be agreed upon from time to time between the University and the State Government.

Transfer of Government Institutions to the University
(iv) The State Government may, at any time, after the commencement of this Act, transfer to the University the control and management of any of their institutions on such terms and conditions as may be deemed proper.

Act, Sec. 41
(v) The Senate shall have power to institute and maintain University colleges.

Act, Sec. 16
(1) (c)
(vi) The Senate shall have power to make Statutes for the institution and maintenance of University colleges and laboratories and hostels.

(vii) The Syndicate shall have power :—

(a) to manage and control all colleges, hostels, **Management of the** libraries, laboratories, museums and the like, **University Colleges.** instituted and maintained by the University.

Act, Sec. 19

(r) and (u)

(b) to charge and collect such fees as may be fixed by the Ordinances.

(viii) The Syndicate shall have power to make Ordinances for the levy of fees in colleges maintained by the University.

Act, Sec. 44.

(a)(i).

2. No attendance at instruction in any institution other than that conducted by the University shall qualify for admission for the M.A. (Hons.), M.A., M.Sc., B.A. (Hons.) and B.Sc. (Hons.) Degree Examinations.

Regulation.

3. Physical Training shall be compulsory for all undergraduates who are not members of the University Training Corps, unless specially exempted by the Principal of the University college.

Ordinance.

4. A student before being sent up to a University examination shall be required to pay all sums due by him to the University, including tuition and other college fees, hostel dues, fines, library dues and all such other dues upto the end of the academic year.

Ordinance.

5. Applications for admission to the University college shall be made to the Principal on or before the date notified. All such applications shall be made in the prescribed form, which may be had from the Principal.

Ordinance.

6. All applications shall be accompanied by (i) a certificate or other evidence of having passed the prescribed qualifying examination and (ii) a certified extract of the marks obtained by the applicant at the University examination.

Ordinance.

7. No application shall be registered unless it is accompanied by a Treasury or Bank Receipt for the fee prescribed for registration of an application and sent in such form and manner as may be provided for from time to time.

8. Students from others Universities seeking admission to the University college should, if possible, send along with the applications migration certificates from the University from which they passed the last qualifying examination.

9. Every student obtaining admission shall be enrolled as a student of the University on payment of the fees prescribed. Every student obtaining admission shall submit to the Principal of the University college all his certificates in original for record in the college office and also submit a transfer certificate from the college where he studied last and a migration certificate from the University he last attended if it had not already been produced.

CHAPTER X

Teachers of the University

1. (a) "Teachers of the University" means teachers
Act, Sec. 2 (n). appointed by the University to give instruction on its behalf.

(b) The Senate shall have the power to institute
Act, Sec. 16. Professorships, Reader-ships, Lecturerships, and other teaching posts required by the University on the motion of the Syndicate and after considering the proposals of the Academic Council therefor.

(c) The Senate shall have power to make Statutes subject to the provisions of the Act, for :—
Act, Sec. 42. (i) the classification and mode of appointment of teachers of the University, and
(f) & (i). (ii) the institution of a pension or provident fund for the benefit of the teachers of the University or its servants.

2. (a) The Syndicate shall have power subject to such
Act, Sec. 19. Statutes as may be made in this behalf,
(c).

(i) to appoint the teachers of the University below the rank of Lecturers ;

(ii) to appoint the teachers of the University of, and above, the rank of Lecturers or the recommendations of the Selection Committee;

(iii) to fix the emoluments of the teachers of the University and define their duties and conditions of service ;

(aa) To suspend or dismiss teachers of the University subject to such Ordinances as may be framed in this behalf ;

(b) The Syndicate shall have power to make Ordinances
Act, Sec. 44. subject to the provisions of the Act and the Statutes and such Ordinances may provide for the number,
(d).

qualifications and emoluments of teachers of the University.

3. (a) The Academic Council shall have power to make recommendations to the Senate for the institution of Professorships, Readerships, Lecturerships, and other teaching posts and to the Syndicate in regard to the duties and emoluments thereof.

Act, Sec. 24.
(2) (d).

(b) On the motion of the Syndicate and after report from the Academic Council thereon, the Senate shall have power to suspend or abolish any Professorship, Readership, Lecturership or other teaching post provided, however, that in the case of a post which is not permanently vacant at the time, no such suspension or abolition shall take effect, till after six months notice has been given to the permanent incumbent.

Suspension or abolition of post.
Statute.

4. (a) Save as otherwise provided, every salaried officer and teacher of the University shall be appointed under a written contract. The form of the contract shall be that prescribed.

Act, Sec. 35(1)
and Statute.

(b) In all contracts of service between the University and the teachers, the Registrar, shall sign on behalf of the University.

Statute

(c) The contract shall be lodged with the Registrar and a copy thereof shall be furnished to the officer or teacher concerned.

Act, Sec. 35(2).

(d) No salary shall be paid to any teacher of the University until and unless the prescribed agreement is executed in proper form on a non-judicial stamp paper at the cost of the teacher of the value of Rs. 1—8—0 or of the value required by law for the time being and delivered to the Registrar, unless the Syndicate is satisfied that any delay in the execution of the agreement is for reasons beyond the control of the the teacher.

Agreement.
Statute.

5. Teachers of the University shall comprise Professors, Readers, Lecturers, Tutors and Demonstrators and such others as may be classified as teachers of the University from time to time.

*Classification.
Statute.*

6. (a) Full-time teachers of the University of and above the rank of Lecturers shall, be appointed by the Syndicate after considering the recommendation of a Selection Committee consisting of the following persons, namely:—

*Appointments-
Constitution
of a Selection
Committee.
Act, Sec. 36
and Statute.*

- (1) The Vice-Chancellor, who shall ex-officio be the Chairman of the Committee;
- (2) The Director of Higher Education;
- (3) The Chairman of the Faculty concerned;
- (4) The Chairman of Board of Studies concerned;
- (5) The Head of the Department concerned;
- (6) In regard to appointment of teachers of and above the rank of Readers the Selection Committee shall also include two persons nominated by the Syndicate who shall not be members of the Syndicate, Senate or Academic Council:

Provided that no person shall participate in the meetings of a Selection Committee for any appointment if he is or if he is a near relative of a candidate for that appointment:

Provided further that no teacher holding a post lower in rank than the one to which the appointment is to be made shall be a member of the Selection Committee.

(b) The election of one member of the Senate to the Committee of Selection shall be conducted in accordance with the laws relating to Elections contained in these Laws. The person elected shall be a member of the Committee till the next recon-

*Election to the
Selection
Committee.
Statute.*

stitution of the Senate, provided he continues to be a member of the Senate till then.

7. No member of the Committee who is an applicant for a post, shall take part in the deliberations of that body so far as that post is concerned.

Members when to be absent from Selection Committee.
Statute.

8. Vacancies shall, ordinarily, be advertised and applications called for before making the appointments. It shall, however, be competent for the Syndicate, after consulting the Selection Committee, (a) to offer University teacherships of and above the rank of Readers to eminent persons without advertising and calling for applications; and (b) to promote a teacher of the University with approved service to a higher post already instituted.

Vacancies to be advertised for.
Statute.

9. The Syndicate, after considering the applications received for a teacher's post advertised for and the recommendations of the Selection Committee, if any, thereon, may keep the post unfilled; or fill it by appointing one on a grade lower than that for which applications were called.

Statute.

10. Nothing in these Laws shall prevent the establishment in special cases of short-term appointments with special arrangements as regards salary and other conditions of service, or temporary appointment to vacancies.

Special and short term appointments.
Statute.

11. The scales of pay of the teachers of the University shall be as hereunder:—

Emoluments.
Ordinance.

Professors	Rs.	750—50—1000
Readers	„	400—25—600
Lecturers	„	250—25—500
*Tutors and Demonstrators	„	100—10—200

*These are tenure appointments for five year.

12. It shall however, be competent for the Syndicate to fix
Starting pay. the starting pay of a teacher on appointment
Ordinance. at any stage in the grade

13. The teachers of the University shall also be eligible to receive such higher emoluments as may be available through the assistance of the University Grants Commission, in such manner as the Syndicate may determine.

13-A (a) All duty and leave other than extraordinary leave except as provided for in ordinance 13-A (b) and the period of deputation, shall count for increment in the time scale of pay applicable to a post in which a University teacher was officiating at the time he proceeded on earned leave or on deputation and would have continued in the post but for his proceeding on earned leave or on deputation.

NOTE :— 1. A period of overstayal of leave does not count for increments.

2. Whenever increments are drawn for officiating University teachers in respect of the posts in which they officiate, a note should invariably be made in the increment certificate whether there was any period of deputation or leave during the period of approved service for which the increment has been claimed and whether they would have continued to officiate but for their proceeding on leave or deputation.

3. Officiating service in a lower time scale will not count for increment in the substantive post on a higher scale without the specific sanction of the Syndicate in each case.

(b) The extra-ordinary leave availed of by a teacher for the purpose of higher studies etc., may be allowed to count for increments in which he was officiating at the time he proceeded on leave provided;

(i) the teacher has put in at least three years of service under the University.

- (ii) that the teacher would have continued to officiate in the post but for proceeding on leave, and
 - (iii) the teacher gives an undertaking that he would serve the University for a period of not less than five years after the return from such studies.
- (c) Non-continuous service will not, however, count for increments.

14. Full-time teachers of the University shall be appointed in the first instance on probation for a term of three years. It shall, however, be competent for the Syndicate, for special reasons to be recorded in writing, to waive the period of probation or to fix a shorter period of probation than three years or to extend the period of probation beyond the period of three years or to terminate the probation after due notice and discharge the teacher. On the completion of the period of probation satisfactorily, it shall be open to the Syndicate to confirm the teacher in the post to which he was appointed. Subject to such laws as may from time to time be in force, after confirmation the appointment shall be permanent till the age of superannuation which shall ordinarily be 60 years of age.

Probation and Confirmation.
Ordinance.

If a teacher while holding a post on probation is appointed to a higher post before completing the period of his probation in the lower post he can count his service in the higher post for the purpose of probation in the lower post.

15. All teachers of the University shall be subject to the disciplinary control of the Syndicate.

16. The Syndicate shall have power to terminate the services of a permanent teacher at any time after giving him six months notice or six months salary in lieu of such notice. A teacher of the University shall give to the Registrar notice in writing subscribed by him six months in advance of his intention to resign his post in the University from a date to be specified therein.

17. A member of the teaching staff may be placed under **Power to suspend, etc.** suspension by the appointing authority, *Ordinance.* i.e., the Syndicate pending enquiry into the framed charges where such suspension is necessary in the public interest and in the interest of the University provide that the Vice-Chancellor be empowered to suspend any member of the teaching staff and the fact be reported to the Syndicate.

18. It shall be competent for the Syndicate to terminate the **Medical Board.** services of a teacher of the University if *Ordinance.* it is satisfied on the report of a Medical Board appointed by it for the purpose, that the teacher is incapacitated or has become insane and is likely to continue permanently incapable of discharging his duties by reason of ill-health. The decision of the Syndicate shall be final and conclusive.

19. A teacher who is removed from service of the University under laws 17 and 18 above, shall not be entitled to any damages or compensation whatever.

20. There shall be constituted a University Pension cum- **Provident Fund.** Provident Fund or Provident Fund for the *Statutes.* benefit of the teachers of the University as in the case of other University employees in the manner prescribed.

ORDINANCES.

21. When the joining of a Provident Fund or Pension-cum-Provident Fund scheme is obligatory for a teacher under the Laws of the University, it shall be deemed to be one of the conditions of his appointment.

22. A paid teacher of the University shall devote his whole **Condition of service-** time to the service of the University and **Other work not eligible.** shall not, without the previous specific permission of the Syndicate, engage himself directly or indirectly in any trade or business or occupation

whatsoever, or in any private tuition or other work either remunerative or honorary; but this prohibition shall not apply to work undertaken in connection with the examinations of Universities or Public Service Commissions or Radio Talks or to any other examination or academic work undertaken with the previous permission of the Vice-Chancellor.

23. In a department in which there is a University Professor, Readers and Lecturers shall work under the direction of the Professor concerned with the subject, and shall assist him in the performance of his duties. In departments in which there is no Professor, a Reader shall be the Head of the department and the Lecturers, if any, shall assist him and work under his direction. In departments in which there is no Professor or Reader, the Lecturer, or the senior Lecturer if there are more Lecturers than one, shall be the Head of the department.

24. Teachers of the University shall be entitled to a summer vacation of two months in addition to such holidays as may be fixed by the Syndicate. It shall, however, be competent for the Syndicate to require any of the teachers, whose services may be required for organizing classes in the vacation for the regular students of the colleges, or for such other purpose as the Syndicate may determine, to stay at the University headquarters and do such work as may be assigned to them during the whole or part of the vacation without any claim for compensatory leave, unless the period of vacation permitted to be availed of is less than one month. Every teacher shall be present in the college on the last working day of each term in the year and on the first working day of each term and, unless otherwise specifically sanctioned, no leave other than medical leave shall be combined with the summer vacation.

25. (a) The members of the teaching staff are required to be present in the University campus throughout the working hours of the colleges on all working days.

- (b) It is obligatory for members of the teaching staff to stay in the residences provided for them and pay the rent fixed.

26. Part-time employees shall do the work assigned to them during the prescribed time.

27. Teachers of the University shall be required to live in the headquarters of the University except during the vacation time and during ordinary or other kinds of leave.

28. No teacher shall leave the head-quarters on holidays or during the leave period or in vacation without intimating previously the Principal of the University colleges of his intention to do so and giving him his leave address. Those wishing to leave the headquarters on Saturdays shall take casual leave.

29. Leave cannot be claimed as of right; and when the exigencies of the University so require, discretion to refuse or revoke leave of any description is reserved to the authority or officer empowered to grant it.

30. The Syndicate shall have power to grant leave other than casual leave to teachers of the University and to order payment of leave allowances in accordance with the Laws.

Provided however, that the Heads of the Colleges shall have power to grant leave to Tutors and Demonstrators for a period not exceeding two months at a time.

31. Casual leave may be granted to the teachers of the University for not more than seven days inclusive of holidays at a time or fifteen days in all in an academic year by the Vice-Chancellor or any other person authorised by him.

32. Ordinary leave on half-salary will be earned by a teacher of the University at the rate of one month for every twelve months of service including the summer vacation, with the privilege of accumulating such leave up to a maximum period of six months.

32 (A) Ordinary leave on half pay will be earned by a teacher appointed on contract at the rate of 20 days for every twelve months of service with the privilege of accumulating such leave up to a maximum of 60 days.

33. Ordinarily leave on half salary earned by a teacher of the University may be converted into ordinary leave on full-salary for one quarter of the period at the option of the teacher with the approval of the Vice-Chancellor; and ordinarily leave on half-salary or on full-salary may be combined with the vacation, provided that the combined period of leave does not exceed four months.

Note : — The leave salary payable to the teachers of the University shall be leave on full average salary or half-average salary, as the case may be, as calculated over the twelve months immediately preceding the month in which the leave is taken.

34. The Syndicate may grant study leave to teachers of the University or send them on deputation as occasion arises, on such terms as may seem necessary in each case.

35. Leave not earned may be granted to a teacher at the discretion of the Syndicate, subject to the following conditions :—

- (a) on medical certificate on half-pay up to a maximum period of 2 years.
- (b) otherwise than on medical certificate, for not more than three months at any one time, and one year in the whole service, without allowances.

36. The absence of teachers who are deputed as delegates of the University to attend Congresses, Conferences, Seminars etc., in India shall be treated as on duty.

37. Teachers who attend meetings of Boards of Studies, Boards of Paper-setters, Boards of Examiners, etc., of other Universities and institutions shall apply for casual leave.

38. Joining Time may be granted to University Servant to enable him —

- (a) to join a new post to which he is appointed while on duty in his old post; or
- (b) to join a new post —
 - i) on return from leave on average pay of not more than four months' duration; or
 - ii) When he has had not sufficient notice of his appointment to the new post, or return from leave other than that specified in sub-clause (i).

SUBSIDIARY RULES.

1. Not more than one day is allowed to an University Employee in order to join a new post when the appointment to such post does not necessarily involve a change of residence from the station to another.

- (a) A holiday or Sunday counts as a day for the purpose of this rule. No joining time is admissible in cases where the change of post does not involve an actual change of office.
- (b) When holiday(s) follow(s) joining time, the normal joining time may be deemed to have been extended to cover such holiday(s).

2 In cases involving a change of station, the joining time allowed to an University Employee is subject to a maximum of

30 days. Six days are allowed for preparation and in addition a period to cover the actual journey calculated as follows :—

(a) An University employee is allowed :—

Kilometers

By Railway.....	500	}	or any longer time actually occupied in the journey.
By Motor Vehicle or Horse drawn conveyance	150		
In any other way	25		

- (b) For any fractional portion of any distance prescribed in clause (a) (ii) an extra day is allowed.
- (c) Travel by road not exceeding 8 kilometers to or from a railway station at the beginning or end of a journey does not count for joining time.
- (d) A Sunday does not count as a day for the purpose of calculation in this rule, but Sundays are included in the maximum period of 30 days.

3. By whatever route the University employee actually travels, his joining time shall, unless the Vice-Chancellor for special reasons otherwise orders, be calculated by the route which travelers ordinarily use.

Note:— In cases when the old head quarters and new head-quarters are connected by rail, the joining time shall be calculated as admissible for a journey by rail.

4. If an University employee is authorised to make over charge of post elsewhere than at its head-quarters his joining time shall be calculated from the place at which he makes over charge.

5. (1) Within the maximum of 30 days, the Vice-Chancellor may extend the joining time admissible by rule,

CHAPTER—XI

Affiliation and Recognition of Colleges

1. (a) **Definitions.**
Act, Sec. 2.
- (i) “Affiliated College” means a college within the University area affiliated to the University in accordance with the conditions prescribed;
 - (ii) “Aided College” means a college other than a Government College which receives aid out of the State Government Funds;
 - (iii) “College” means a college established and maintained by or affiliated to or recognised by the University;
 - (iv) “Degree College” means a college established by or affiliated to the University for providing courses of study qualifying students for admission to the examination for the ordinary degree in Arts, Science or Commerce in accordance with the regulations prescribed;
 - (v) “Honours College” means a University College or an Affiliated College in which provision is made for honours or post-graduate courses of study leading upto the higher degrees of the University in accordance with the regulations prescribed;
 - (vi) “Professional College” means a college established or maintained by the University or affiliated to the University for providing courses of study leading up to the professional degrees of the University in accordance with the Regulations prescribed;
 - (viii) “Oriental College” means a college recognised by or affiliated to the University under conditions prescribed for qualifying students for Degrees, Titles or Diplomas of the University in Oriental Learning

(b) (1) The University shall have power to constitute the Sri Venkateswara Colleges as University Colleges.

Admission of Educational Institutions as Colleges.

Act, Sec. 6.

(2) The Colleges in the University area (other than the University Colleges mentioned in subsection (1)) which remain affiliated to the Andhra University, at the commencement of the academic year 1956 shall be and shall have the privileges of Affiliated Colleges under this Act.

(3) The University shall have power to admit any other Colleges in the University area to affiliation as an Honours College or a Degree College, an Oriental College or a Professional College in accordance with the Statutes:

Provided that the institutions of research and higher learning outside or inside the University area may be recognised in the manner prescribed by the Statutes.

(4) The University shall have power to grant recognition to any college in the University area as an Oriental College in accordance with the Statutes.

(5) No College in the University area shall be affiliated to any University other than Sri Venkateswara University after the commencement of the academic year 1956.

(c) The Senate shall have power,

(i) to prescribe general conditions of affiliation and recognition, and to suspend or withdraw, affiliation or recognition, as the case may be, on the recommendation of the Syndicate and after consultation with the Academic Council;

Powers of Senate.

Act, Sec. 16 (1)

(g) & (m)

(ii) to control in general all colleges in the University area in the manner prescribed by the Statutes;

- (iii) to prescribe the fees to be charged for affiliation or recognition of colleges; and
 - (iv) to make Statutes prescribing the conditions of affiliation of Colleges affiliated to the University.
- Act, Sec. 42 (d).*

(d) The Syndicate shall have power,

- (i) subject to the provisions of this Act and the Statutes, to arrange for and direct the inspection of all Affiliated and Oriental Colleges and Hostels;
- Powers of the Syndicate.**
Act, Sec. (19) (h)

- (ii) to affiliate colleges to the University as Honours, Degree, Oriental or Professional Colleges under conditions prescribed by the Statutes after consultation with the Academic Council and to recommend to the Senate in consultation with the Academic Council the suspension or withdrawal of such affiliation;

- (iii) to grant recognition to the institutions and Oriental Colleges under conditions to be prescribed by the Statutes after consultation with the Academic Council and to recommend to the Senate in consultation with the Academic Council the suspension or withdrawal of such recognition.
- Act, Sec. 19 (q)*

(e) The Academic Council shall have power,

- (1) to make recommendations to the Syndicate for the recognition of teachers qualified to give instruction in Affiliated and Oriental Colleges and Hostels; and
- Powers of Academic Council.**
Act, Sec. 24 (2)
(e) & (f)

- (2) to make Regulations for the encouragement of co-operation and reciprocity among Colleges with a view to promoting academic life.

STATUTES

2. Subject to the laws of the University, the Syndicate shall have power to grant affiliation or recognition to any educational institution within the territorial jurisdiction of the University in one or more of the Faculties of the University.

3. The Syndicate shall have power, at any time after due enquiry, and in consultation with the Academic Council, to recommend to the Senate, the withdrawal or suspension for a definite period, in whole or in part the privileges of affiliation or recognition granted to a College, if the conditions of affiliation or recognition are not fulfilled or observed, or for gross mismanagement, or if for any other reason the Syndicate is of the opinion that the College should be deprived of such privileges either in whole or in part.

4. (a) It shall be open to a College, after obtaining the previous approval of the Syndicate, to suspend instruction from the beginning of an academic year in any subject or subjects or courses of study in which the college is affiliated or recognised.

The classes in the subject or subjects suspended shall not be re-started without obtaining the previous sanction of the Syndicate, and if the work is not resumed at the end of a period of three years, the affiliation or recognition previously granted shall be regarded as having lapsed

Provided that where in any year a College being prepared to make the usual arrangements to give instruction in subjects in which it has been affiliated or recognized, does not for want of students offer instruction in one or more of these subjects and if it reports to the Syndicate before the 1st of August, it shall not be deemed that the College has suspended instruction in the subject or subjects concerned.

CONDITIONS TO BE SATISFIED BY AFFILIATED AND
ORIENTAL COLLEGES

5. (a) Every College shall be managed by a regularly constituted governing body on which the teaching staff of the College shall be represented by at least the Principal;

Constitution of Governing Body of a College.

(b) The governing body shall have as its members, among others, two persons nominated by the Syndicate to represent the University;

(c) The total number of members of the governing body shall not ordinarily be less than 7 or more than 11. It shall be open to a College to have, in addition to the governing body, a general body which shall be a deliberative body;

(d) Meetings and minutes of the General Body and Governing Body:—

There shall be at least one meeting of the General Body in an Academic year. The Governing body shall meet at least once in each term of the academic year. They may also meet at such other times as they may, from time to time, determine;

The general body and the governing body shall send to the University in the beginning of each academic year a general programme of meetings to be held in the year. Minutes of the meetings of the general body and of the governing body shall be sent to the Registrar within a fortnight of the meetings;

(e) The Travelling Allowance to the University representatives on the governing body shall be paid by the managements of Colleges concerned at rates admissible to the members of the Senate;

T.A. to University representatives.

(f) Any change in the constitution and composition of the governing body of the College shall be reported forthwith to the Syndicate for approval.

Changes in Governing Body.

Provided that these conditions (a) to (f) are not made applicable in the case of Government Colleges.

6. Every College shall have a duly constituted College Council. Council properly representative of the senior teaching staff, to advise the Principal regarding the internal affairs of the College and on such other matters as the Principal may determine.

7. Every College shall satisfy the Syndicate that it has sufficient financial resources for meeting recurring expenditure on salaries to staff, library, laboratories, furniture and repairs to buildings and has an adequate endowment fund to ensure its continued financial stability.

8. Every College shall satisfy the Syndicate on the following points ;

- (i) that the character, qualifications and adequacy of its teaching staff and the conditions of their service are in conformity with the stipulations of the University ;
- (ii) that the accommodation, equipment, hostels and play grounds are adequate and satisfy the conditions laid down ; and
- (iii) that such other matters as are essential for the welfare of the students and the maintenance of the tone and standards of University education are satisfactorily observed.

In regard to the matters referred to above, the Colleges shall be guided by the laws which may be made in this behalf by the University and the conditions laid down by the Syndicate.

9. In the case of Colleges for Women, the staff shall consist wholly of women provided that it shall be competent to the Syndicate to grant exemptions for temporary periods for good reasons.

Staff in Colleges for Women.

10. In every College for men the admission of women students and their number will be determined by the Syndicate after taking into consideration the number of women members of the staff and the provision of separate retiring rooms, tiffin rooms, play grounds and other amenities provided.

Convenience for Women students.

11. Appointments to the teaching staff of a College shall be made only after the Principal has been given an opportunity of expressing his views.

Appointments to Teaching Staff.

All appointments shall be reported to the Syndicate for approval which shall satisfy itself that they meet the requirements of the University and of the standards prescribed.

12. No College shall impose levies from its teaching staff for instituting recurring or non-recurring scholarships or for meeting the general or special expenditure of the College or impose cuts for any other purposes without prior sanction of the Syndicate, provided that this law is not made applicable to Government institutions. However all such levies and cuts imposed in Government institutions shall be reported to the University immediately they are given effect to.

Levies and Cuts.

13. Every College shall have attached to it a Medical Officer and a Physical Director of the qualifications prescribed by the Syndicate.

Medical Officer & Physical Director.

14. Every College shall be subject to inspection from time to time by one or more competent persons authorised by the Syndicate in its behalf and the cost of such inspection shall be borne by the management of the college concerned.

Periodical Inspection.

The Syndicate may call upon any College so inspected to take within the period and in the manner specified, such action as may appear to it to be necessary.

15. The accounts of the Affiliated Colleges under private managements which are receiving teaching grants or compensation towards loss of fee income or aid in any other form from the State Government, shall be audited every year by Government Departmental Auditors. The year for this purpose shall be from 1st April to 31st March.

It shall be within the power of the Syndicate to arrange if it deems necessary, for special audits of any Affiliated or Recognised college other than a Government College after giving the college concerned an opportunity to explain. The cost of such audits shall be met entirely by the college concerned

16. Every College shall furnish such returns and reports and other information as the Syndicate may require from time to time to enable it to judge of the efficiency and progress of the College.

17. Every College shall submit to the University a Return of the staff of the College by the 1st of August of each year in the form prescribed.

Any change in the staff shall be reported to the University within fifteen days of its occurrence.

18. The following registers and records in the forms that may be approved by the Syndicate shall be maintained by each College :—

- (a) A Register of admissions and withdrawals.
- (b) A Register of attendance.
- (c) A Register of fees paid showing dates of payment.
- (d) A Counterfoil fee receipt book.
- (e) Account books showing the financial transactions of the College as separate from those of the Management. The accounts shall show transactions in full.

- (f) A Register of Scholarships and Concessions of all kinds, whether of tuition, boarding or lodgings.
- (g) A Register of marks obtained by each student at the College Terminal Examinations.
- (h) A Register or other record of addresses of students.
- (i) A Counterfoil book of Transfer Certificates.
- (j) A Counterfoil book of certificates of Medical Inspection of students.
- (k) A Register of members of the staff, showing qualifications, previous experience, salaries, number of hours of work, and classes and the subjects taught.
- (l) Other Registers as may be found necessary.

19. Every College affiliated to or recognised by the University shall conform to and be bound by the Laws of the University for the time being.

20. An application for affiliation or recognition of an Educational Institution shall be :—

- (a) made by an Officer authorised by Government for the purpose in the case of an Institution owned and maintained by Government, and by the Governing Body in the case of other institutions ;
- (b) addressed to the Registrar ;
- (c) submitted before the 15th July in the case of applications for affiliation or recognition of an institution for the first time and before 1st November, in the case of applications for further affiliation or recognition by an institution already affiliated or recognised, of the year preceding the academic session from which such affiliation or recognition is sought;

Provided however that applications for affiliation or recognition made after the prescribed dates for good and satisfactory reasons may be accepted, if the subject or subjects in which affiliation or recognition is sought are not taught in any institution in the University area.

21. (1) The application shall contain full information on Submission of the following matters —
particulars with
each
application.

- (a) Constitution and personnel of the Governing Body.
- (b) Subjects and courses in which affiliation or recognition is sought.
- (c) Previous applications, if any, for affiliation or recognition in the same subjects to this or to any other University and their disposal.
- (d) Accommodation, equipment, the number of classes and sections and the number of students in each class, now existing, if any.
- (e) The accommodation, equipment and staff now available or proposed to be provided on account of the present application; the buildings should be suitable, lecture rooms should be well lit and ventilated and the accommodation should be adequate for the number of classes and the strength as regards rooms, floor space and cubic space.
- (f) That the staff required for the proposed courses with the prescribed qualifications will be available and that not less than the stipulated number of teachers will be appointed before the students are admitted.
- (g) That the grades of salaries of the staff are not less than the minimum prescribed by the University and that these grades once approved will not be lowered without the prior approval of the Syndicate.
- (h) The financial resources of the college; particulars to be given of the cost of buildings and equipment already acquired; the cost of buildings and equipment proposed to be obtained; the amount of money available for the purpose

and the money available for an endowment fund. Certified copies of Trust deeds or Title deeds or Gift or Endowment deeds, etc., executed in favour of or for the benefit of the institution should be sent along with their application. If additional sums are expected the source from which they are expected and the probable date of their receipt.

- (i) That the granting of the present application will not be injurious to other colleges in the same neighbourhood.
- (j) That the college fees proposed to be levied will not result in unfair competition with any existing college in the same place or neighbourhood.
- (k) That due provision will, so far as circumstances may permit, be made for the residence of the Principal and Teaching Staff in or near the College or the place provided for the residence of students.
- (l) That in the case of college for women, the staff shall consist wholly of women.
- (m) In the case of colleges for men whether it is desired to admit women students and, if so, the arrangements proposed for special convenience.
- (n) The hostel accommodation for students.
- (o) The total area of grounds available and the extent of play-grounds.
- (p) Sanitary arrangements, tiffin sheds and other amenities to students.
- (q) That no student of the college will be compelled by the management or the staff of the college to attend any classes or discourses in religion against his will.
- (r) The information relating to existing and proposed accommodation should be accompanied by drawings.

(2) The application shall further contain the assurance **Undertaking by the Institution.** that after the college is affiliated to or recognized by the University, the management will conform to and be bound by the Laws of the University for the time being.

(3) The College shall also pay to the University an affiliation **Affiliation and Recognition Fees** (or Recognition) fee calculated, at the rate of Rs. 100/- (or Rs. 75/- in the case of recognition) for each subject.

Managements of Colleges applying for affiliation or recognition should also pay the travelling allowance of the Inspection Commission at rates admissible to members of the Senate or at rates incurred by the University, in conducting the local enquiry inspections.

22. Procedure on receipt of applications. On receipt of an application for affiliation or recognition, such further information as may be necessary may be called for.

23. On examining the application the Syndicate (1) may advise the management that the application is premature and should be submitted in a subsequent year, or (2) may decline to proceed with the application if it is satisfied that the arrangements made or likely to be made before the beginning of the academic year in which the courses are to be started for the conduct of courses, are not sufficient or suitable, or (3) if the college has failed to observe the conditions laid down in respect of any previous affiliation or recognition, or (4) for any other satisfactory reasons.

24 (1) Local Enquiry. If the Syndicate decides to proceed with the application, it shall direct a local enquiry to be made by a competent person or persons appointed by it in this behalf; provided that it shall be competent for the Syndicate to dispense with the enquiry above mentioned in the case of any subject or group of

subjects in which it does not, for special reasons which shall be recorded, consider a local enquiry necessary.

- (2) **Institution to reply.** On the completion of such enquiry or any further enquiries which may be considered necessary, the Syndicate shall forward a copy of its resolution to the governing body of the institution concerned, specifying the courses of instruction in which the affiliation or recognition proposed to be granted together with the conditions and limitations that may be imposed. The institution shall duly report to the Syndicate within 15 days from the receipt of such order, regarding the fulfilment of the various conditions imposed.
- (3) **Syndicate to decide.** After considering the replies received from the governing body and after considering the report of the local enquiry Commission, if any, and also after making any further enquiries it may deem necessary, the Syndicate shall decide after consulting the Standing Committee of the Academic Council whether the affiliation or recognition sought for should be granted or refused, either in whole or in part.
- (4) **Conditional Affiliation or Recognition.** The Syndicate shall also have the power to grant conditional affiliation or recognition after consulting the Standing Committee of the Academic Council; subject to the fulfilment of certain conditions and in the event of the conditions laid down not being fulfilled within the time and manner specified, such affiliation or recognition shall lapse and a fresh application on the part of the management of the College shall be necessary.
- (5) In the case of conditional affiliation or recognition, the Syndicate may stipulate that some of them shall be satisfied before a specified date and that students may not be admitted or applications invi-

ted for admission until the Syndicate is satisfied that the conditions have been fulfilled. The Syndicate may, for this purpose, send an Inspection Commission and the travelling and other expenses of the Commission shall be met by the Managements of the Colleges concerned.

- (6) If the conditions are fulfilled, the Syndicate shall have the power at the end of the period, to confirm the affiliation or recognition as the case may be.

25. An application for affiliation or recognition may be withdrawn at any time before an order has been passed by the Syndicate, provided that the colleges shall not be entitled to a refund of the fees paid, in cases in which the University has appointed an Inspection Commission.

26. Affiliation or recognition shall, in no case, be granted with retrospective effect. Attendance at courses or instruction provided in colleges or in subjects before affiliation or recognition is granted, shall not qualify for the grant of certificates of attendance; and such attendance shall not entitle any candidate to exemption from the production of certificates of attendance unless the Syndicate; pending formal grant of affiliation or recognition, had permitted the admission of students to the concerned courses of study.

CHAPTER XII

Registration of Graduates.

1. "Registered graduate" means a graduate registered under Section 32-A of the Act.
Definition
Act, Sec. 2 (k)

2. All graduates of the University and holders of the **Registered Graduates** Oriental titles and diplomas as may be laid down by the State Government shall be entitled to have their names enrolled in the register of registered graduates and to enjoy all privileges of registration.
Act, Sec. 32-A.

Provided that all graduates registered before the commencement of Sri Venkateswara University (Amendment) Act, 1966, whether Sri Venkateswara University or not, shall continue to be on the roll of registered graduates.

3. The Senate shall have power :—

Powers of (i) to register the graduates of the University ;
the Senate. (ii) to make Statutes subject to the provisions of
Act, Sec. 16 the Act, and such, Statutes may provide for
(i) (m) (11) the maintenance of a register of registered
and 42 (j) graduates.

STATUTES.

4. The Registrar shall maintain a register of registered **Register of graduates.** graduates in the form prescribed by the Syndicate.

5. (i) The following persons shall be entitled to have **Eligibility for** their names enrolled in the register of registered registration. graduates and to enjoy all privileges of registration:

(a) All Graduates of the University ;

(b) Holders of the following diplomas and Oriental titles now current in the Sri Venkateswara University:—

(1) *Post-Graduate Diplomas in Medicine and Surgery:—*

- i. Diploma in Laryngology and Otology (D.L.O.)
- ii. Diploma in Gynaecology and Obstetrics (D.G.O.)
- iii. Diploma in Ophthalmology (D.O.)
- iv. Diploma in Child Health (D.C.H.)
- v. Diploma in Clinical Pathology (D.C.P.)
- vi. Diploma in Radiology (D.R.)

(2) *Oriental Titles:—*

- i. Siromani (Added to Mimamsa, Vedanta, Nyaya, Vyakarana and Sahitya),
- ii. Vidwan,
- iii. Afzal-ul-Ulama,
- iv. Munshi-i-Fazil,
- v. Adib-i-Fazil,
- vi. Tabib-i-Kamil.

(ii) Graduates of this University or of other Universities who were registered as Registered Graduates of this University prior to the commencement of the Sri Venkateswara University (Amendment) Act, 1966 (i.e., 2-2-1966) shall continue to be on the roll of registered graduates of this University.

6. (a) (i) Any person who wishes to register himself as a registered graduate of the University shall apply in the prescribed form to the Registrar to have his name entered and retained in the register for life.

- (ii) The day of the Convocation on which a person is admitted to his degree either In Person or In Absentia shall be deemed the day on which he has graduated or taken his degree :

Provided, however, that holders of the diplomas and Oriental titles specified under clause (b) of Law 5 (i) supra, shall become eligible for enrolment as Registered Graduates of the University with effect from the date of the Convocation held during the year following the year of their passing their respective examinations, not with standing the date given in their pass cetificates.

Annual Revision. (b) (i) The register of registered graduates shall be revised and corrected only on the first day of October of each year. Applications for revision or corrections shall reach the Registrar not later than fifteen clear days before 1st October each year ;

- (ii) A person who gets himself registered not less than seventy clear days before the date of a poll shall also be eligible to participate in the elections as the case may be. The last date of registration shall be notified in the Dailies and the Gazette a fortnight in advance.

7. Any graduate, whose name is on the register, shall be entitled to inspect it during office hours on application to the Registrar and shall be entitled on payment of Rs. 10/- and the cost of postage, if the list is required to be sent by post, to have a copy of it corrected upto the last revision under Law 6 (b) (i). The University reserves to itself the right of reprinting the list. Supplemental list of such graduates shall be supplied to any graduate who makes a request for it in writing to the Registrar, provided he had previously purchased the

latest printed copy of the original list of registered graduates of the University.

- Procedure for removal of names deceased.**
8. (a) When any communication is posted to a registered graduate to his address as registered in the register of registered graduates and is returned through "The Dead-Letter Office" to the Registrar undelivered with an endorsement by the postal department that the person is reported dead, the name of such graduate shall be removed from the list.
- (b) If the Vice-Chancellor, on enquiry, is satisfied that a graduate on the list is deceased, he shall give it such publicity and in such publicity, remove the name of such deceased graduate from the list.
- (c) If, at any time after registration as a registered graduate, any person for any reason is deprived in any manner of his degree or degrees which entitled him to registration as such, he shall cease to be a registered graduate of the University from that date.

CHAPTER XIII

Elections to the Authorities of the University.

CONTENTS.

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I. GENERAL.

1. (1) Save as otherwise provided, the Senate, the Syndicate, the Academic Council and the Finance Committee shall be reconstituted at or about the same time, every three years and members of these Authorities shall, except in the case of ex-officio members, Life Members and Co-opted members, hold office as members thereof upto the date of the next reconstitution.

(2) Any vacancy in the said membership occurring before the next reconstitution or before the expiry of the period prescribed under sub-section (ii) of Section 23 shall be filled up as soon as expediency may be, by the body or person who elected, nominated, appointed or co-opted the member whose place has become vacant and the person so elected, nominated, appointed or co-opted shall be member only for the residue of the term for which the

person whose place he has filled, would have been a member ;

Provided that no vacancy in the said membership occurring within six months before the next reconstitution shall be filled up until such reconstitution, unless the Vice-Chancellor decides that it shall be filled up earlier.

- (3) No member of an Authority specified in sub-section (1) who is elected, nominated, appointed or co-opted in his capacity as a member of a particular electorate or the holder of a particular appointment shall continue to be a member of such Authority on his ceasing to be a member of the particular electorate or the holder of the particular appointment.
- (4) Where an elected, nominated, appointed or co-opted member of an Authority specified in sub-section (1) is appointed temporarily to any of the offices by virtue of which he is entitled to be a member of that Authority ex-officio, he shall by notice in writing signed by him and communicated to the Vice-Chancellor within seven clear days from the date of his taking charge of his temporary appointment, choose whether he will continue to be a member of that Authority by virtue of his election, nomination, appointment or co-option or whether he will vacate office as such member and become a member ex-officio by virtue of his temporary appointment and the choice shall be final. On failure to make such choice, he shall be deemed to have vacated his office as an elected or nominated or appointed or co-opted member.
5. Vacancies arising by efflux of time among elected members of any Authority specified in sub-section (1) may be filled at elections which may be fixed by the Vice-Chancellor to take place on such days,

not earlier than three months before the date on which the vacancies arise, as he thinks fit.

2. (i) No person shall be qualified for election or nomination as a member of any of the Authorities of the University, if he :—
Disqualifi-
cation for
membership.
Act, Sec. 27.

(a) is, at the date of election or nomination, of unsound mind, a minor, a deafmute or is suffering from leprosy; or

(b) applies to be adjudicated an insolvent or is an undischarged insolvent; or

(c) has been convicted and sentenced by a criminal court to transportation or imprisonment for a period of more than one year for an offence involving moral turpitude unless such sentence has been reversed or the offence has been pardoned or a period of five years has elapsed from the date of the expiration of the sentence; or

(ii) No person shall be eligible to stand for election from the Registered Graduates constituency if he has not completed twenty one years of age.

(d) is a *Statute Pupilar*y of the University.

In case of dispute or doubt, the Chancellor shall determine whether a person is or is not disqualified under this section and his decision shall be final.

3. Save as otherwise provided; if any question arises whether a person has been duly elected or nominated as or is entitled to be a member of any Authority of the University, the question shall be referred to the Chancellor whose decision thereon shall be final.
Disputes as to
constitution of
University
Authorities.
Act, Sec. 28.

4. Subject to the provisions of the Act, the Statutes *Act, Sec. 42 (c)* may provide for the method of election to the authorities of the University and, save as otherwise provided, the procedure at meetings of such Authorities, including the quorum for the transaction of business by them.

STATUTES.

5. (i) Except as otherwise provided in the Laws of the University, the Vice-Chancellor shall be the Returning Officer and shall direct the holding of all elections, and shall have power (a) to fix the date of elections, (b) to determine the form of notice, nomination, letter of intimation, declaration paper, ballot-paper, ballot-paper cover (smaller cover) and the outer cover (envelope) for any election, and the instructions to be contained in the notification to be published in the Andhra Pradesh Gazette, (c) to decide the validity or in validity each ballot-paper or of each vote recorded thereon, and (d) to declare the results of each election.

Provided that it shall be competent for the Vice-Chancellor to depute either the Registrar or any other person to act in his place in respect of scrutiny of nominations or the conduct of the ballot or the declaration of the results of each election and all or any of the stages of an election. The person so deputed shall exercise for all the above stages or for the specified one in the election, the functions and powers of a Returning Officer.

Provided further that in elections for which the Vice-Chancellor is not the Returning Officer and if in his opinion an emergency has arisen, it shall be competent for him (1) to assume the powers of the Returning Officer and function as such either by himself or by deputing any other person therefor when in the course of any election, the Returning

Officer cannot carry out his duties and (2) to postpone the date or dates fixed in the programme for transaction of business connected with the elections at any intermediate stage. The Vice-Chancellor shall record in writing his reasons for so acting.

- (ii) Unless specifically provided otherwise, and subject to section 28 of the Act, the decision of the Vice-Chancellor on any question relating to such elections shall be final.

6. Any candidate at any election, intending to appeal to **Objections to elections**, the Chancellor under section 28 of the Act against any declaration made by the Vice-Chancellor, or the person deputed by him to act in his place, in respect of nominations, or the conduct of ballot or the declaration of the results thereof, shall lodge his appeal with the Chancellor through the Vice-Chancellor within seven days after the date of such declaration to which he takes objection excluding the date of such declaration. Appeals received after the period fixed above shall not be considered.

7. Persons performing for the time being the duties of Principals and teachers of University, Affiliated and Oriental Colleges shall, during the continuance of the performance of such duties, have all the rights and powers vested in the persons holding such office by the Act and by these Statutes.

8. Non person who is a member of any authority through a **Eligibility of persons to continue in office while being candidates for election.** particular electorate shall be eligible to stand for election to the same authority through another electorate without his having previously resigned his membership; it shall, however, be competent, in the case of an anticipatory vacancy, for a person, who is already a member of the authority elected by a particular electorate, to stand as a candidate for such anticipatory vacancy, provided the date of membership in that vacancy is posterior to the date on which he ceases to be a member of that authority.

9. (a) Save as otherwise provided all elections shall be held by the method of postal voting.
- (b) The following elections shall ordinarily be held at the meetings of the electing authorities (Senate or Academic Council). It shall, however, be within the discretion of the Vice-Chancellor to have the elections held by post to fill vacancies with a view to avoid those vacancies remaining unfilled for a long period.
1. Election of four persons to the Syndicate by the Senate from among its members under section 18 Class II (1) of the Act
 2. Election of two persons to the Syndicate by the Academic Council from among its members under section 18 Class II (2) of the Act.
10. (a) Save as otherwise provided, the candidate or candidates securing the largest number of votes for the vacancy or vacancies shall be declared to have been elected.
- (b) For (i) election of sixteen persons to the Senate by the registered graduates from among themselves under section 15 Class III (1); and (ii) of nine persons to the Senate from among themselves by the members of the Andhra Pradesh Legislative Assembly and of three persons to the Senate from among themselves by the members of the Legislative Council under Section 15 Class III (2) of the Act, the system of proportional representation by means of the single transferable vote, shall be adopted.

11 No. election to any Authority of the University shall be invalid by reason of any vacancy in the body of persons entitled to vote at such election, or of the loss during transmission of any notice or ballot papers.

Election not invalid by reason of vacancies in electorate.

12 The results of all elections shall be published in the **Publication of election results.** Gazette and shall have effect in the case of anticipatory elections from the date of occurrence of the vacancy, and in other cases, from the date of the declaration of the result of the election.

13. The ballot papers together with the declaration papers **Election Papers to be preserved.** of each election shall be preserved in the University Office, for a period of three weeks from the date of election, or, if any question arises as to the election, until it is disposed of.

2. (a) Procedure for Elections by Postal Voting with or Without Proportional Representation.

14 When any vacancy occurs, or is about to occur among **Notification of the Vacancy.** the members of any University Authority or body which has to be filled up by an election, notification, of the fact shall be published in the Gazette in the manner prescribed.

15. Each elector shall be at liberty to nominate a qualified **Nominations.** person to fill the vacancy. Every nomination shall be in the form prescribed and shall be made an elector in writing and shall be seconded in writing by another elector. Every such nomination shall be accompanied by a statement signed by the nominee agreeing to serve on the authority, if elected, and declaring that he is not already a member of the authority to which he seeks election, or if he is already a member that his term of office as such would expire before the membership for which he is seeking election takes effect, and the nomination paper must reach the Registrar within the date and hour fixed which shall be (1) in the case of the election of members of the Senate by Registered Graduates, not earlier than fourteen clear days, and (2) in the case of all after elections, not earlier than ten clear days, after the publication of the notification in the Gazette and in accordance with the instructions contained therein.

Scrutiny of nomination papers. 16. (i) All nomination papers shall be scrutinised by the Returning Officer, or other officer authorised by him on this behalf on the date and hour and at the place appointed and notified in the notice of vacancy.

(ii) Candidates and a representative of each candidate appointed in writing by him and approved by the Returning Officer, may be present at the time of scrutiny of nominations.

Objections to nominations. 17. The Returning Officer or other person authorised by him to scrutinise shall examine the nomination papers and shall decide all objections which may be made to any nomination paper on the ground that it is not valid and may reject either on his own motion or on such objection any nomination paper. The decision of the Returning Officer or the person authorised by him to scrutinise shall in every case be endorsed by him on the nomination paper in respect of which such decision is given.

(i) A list of candidates whose nomination papers have been declared valid, shall be published by affixing the same on the notice board in the office of the Returning Officer on the same day, and a copy of the same shall be forwarded to each of the candidates nominated for election.

Withdrawal of the nominations. (ii) Any candidate may withdraw his candidature by notice in writing subscribed by him and either sent by registered post or delivered in person or by messenger to the Returning Officer or other person authorised by him, not later than 4 P.M. on the day fixed for withdrawal, which shall be five clear days after the last date for the receipt of nominations. A candidate who has withdrawn his candidature, shall not be allowed to cancel the withdrawal or be eligible to be re-nominated as a candidate for the same election.

(iii) **Publication of valid nominations.** The Returning Officer or other person authorised by him shall publish on the same day after the time for withdrawal of nominations has lapsed, a final list of candidates validly nominated

(iv) (a) **Declaration of election of validly nominated candidates.** If the number of candidates who are validly nominated and who have not withdrawn their candidature in the manner and within the time specified, does not exceed the number of vacancies to be filled, all such candidates shall be declared duly elected.

(b) If the number of such candidates is less than the number of vacancies to be filled, all such candidates, shall be declared duly elected; and the constituency shall be called upon to elect a person or persons, as the case may be to fill the remaining vacancies.

(c) If the conditions, stipulated in clauses (a) and (b) above are satisfied and subject to the stipulation that the candidate or candidates express in writing at or before the time of scrutiny of the nominations, their intention not to withdraw their candidature, the Returning Officer or other person authorised by him, may declare on the last day and hour fixed for scrutiny of nominations, all such candidates duly elected.

(v) If the number of such candidates exceeds the number of vacancies to be filled, the election shall be proceeded within the manner prescribed in the following Statutes.

18. Despatch of Ballot Paper. The Registrar or the Returning Officer shall send to each elector by post, (1) a numbered declaration paper, (2) a ballot paper which shall contain the names of the candidates with their addresses arranged in alphabetical order and which shall

also bear on it the Registrar's or the Returning Officer's initials and the date of posting, (3) a ballot paper cover (smaller cover), (4) a numbered envelope addressed to the Registrar or the Returning Officer, and (5) a letter of intimation stating the number of vacancies to be filled, the date and hour fixed for the poll and the place, the day and hour fixed for the scrutiny and counting of votes. The ballot papers shall be sent by post to the address entered against the name of the elector in the electoral roll, or if the elector has since the publication or preparation of the roll changed his address and intimated the fact in writing to the Registrar or the Returning Officer not later than fourteen days before the date fixed for the despatch of ballot papers, to the address so given.

19. The date fixed for the poll shall be, for the election of
Date for Poll. members of the Senate by Registered Graduates, not less than fourteen clear days, and for all other elections, not less than ten clear days, after the date of the posting of the ballot paper.

20. The elector shall, after filling up the declaration paper
Voting and the ballot paper in accordance with the directions given in the letter of intimation, (1) enclose the ballot paper in the ballot paper cover (smaller cover) and stick it, and (2) put the ballot paper cover and the declaration paper in the envelope addressed to the Registrar or the Returning Officer, and (3) send the envelop by Registered post, so as to reach the Registrar or the Returning Officer, not later than the day and the latest hour fixed for the poll ;

Provided that, at his option, the elector, may, either in person or by an agent, deposit or cause to be deposited the envelope addressed to the Registrar or the Returning Officer in the ballot box provided for the purpose on the day and during hours fixed for the poll. The number for whom each elector may vote may be less than or equal to, but shall not be more than the number of vacancies to be filled.

21. If an elector is incapacitated from blindness or other physical cause from voting in the manner prescribed, (it shall be competent for him to record his) vote by the hand of any of the persons enumerated below and such person shall, on the declaration paper, attest the incapacity and the fact of his having been requested by the elector to mark the ballot paper for him and of its having been so marked by him in the presence of the elector.

The following persons are empowered to attest votes of incapacitated electors:—

Magistrates (as defined in the Code of Criminal procedure), Judges of and above the rank of District Munisifs, District Registrars,

Sub-Registrars,

District Educational Officers and Gazetted Inspectors of Schools,

Deputy Inspector of Schools,

Principals of University and Affiliated Colleges, Headmasters of recognised High Schools, and Members of the Senate or of the Academic Council.

22. An elector who has not received his ballot and other connected papers sent by post, or who has lost them, or whose papers, before their despatch back to the Registrar or the Returning Officer by him, have been inadvertently spoilt, may transmit a declaration to that effect signed by himself and require the Registrar or the Returning Officer to send him new (duplicate) papers in place of those not received, lost or spoilt; and if the papers have been spoilt, the spoilt papers shall be returned to the Registrar or the Returning Officer who shall cancel them on receipt. In every case when new papers are issued, they shall be supercribed as "Duplicate" and a mark shall be placed against the number of the elector's name in the

register of electoral roll to denote that new (duplicate) papers have been issued in place of those not received, lost or spoilt.

23. On the day at the hour appointed for the scrutiny and **Procedure on counting.** counting of votes, the envelopes received through post from the electors by the Registrar or the Returning Officer and those deposited in the ballot box shall be scrutinised.

The envelopes will be rejected :

- (i) If, having been sent by registered post, do not reach the Registrar or the Returning Officer within the time fixed, or if not deposited in the ballot box during the time fixed, and
- (ii) If more than one envelope addressed to the Registrar or the Returning Officer are sent in a single registered cover or parcel.

N.B. :- If two covers bearing the same serial numbers (original and duplicate) are received, both shall be rejected.

In each case of rejection, the word "Rejected" shall be endorsed on the envelope. Envelopes not so rejected shall be arranged serially according to the numbers entered on them and counted. The covers shall then be opened and the declaration papers and the ballot paper covers examined.

24. A ballot paper cover will be rejected :

- (i) If the envelope contains no declaration paper outside the ballot paper cover; or
- (ii) If the declaration paper is not the one sent by the Registrar or Returning Officer; or
- (iii) If the declaration or attestation is not in accordance with the laws; or
- (iv) If the ballot paper is placed outside the ballot paper cover; or
- (v) If more than one declaration paper or ballot paper cover have been enclosed in one and the same envelope.

In each case of rejection, the word "Rejected" shall be endorsed on the ballot paper cover or the declaration paper.

25. Candidates and a representative of each candidate
Persons who may be appointed in writing by him and approved
present at scrutiny of by the Returning Officer, may be present at
votes. the time of scrutiny and counting of votes.

2. (b) Procedure for elections without proportional representation.

The procedure shall be that prescribed in Statutes 14 to 25 applicable for elections with postal voting and also the following Statutes from 26 to 28.

26. The ballot paper covers, other than those rejected under Law 24 of this Chapter, shall be opened and the ballot papers taken out and mixed together in the presence of the Returning Officer. The ballot papers shall then be scrutinised and the valid votes secured by each candidate counted.

27. A ballot paper will be invalid:

Ballot Paper when invalid.

- (a) if it does not bear the initials of the Registrar or the Returning Officer as the case may be; or
- (b) if a voter signs his name or writes any word, or makes any mark on it, by which it becomes recognizable; or
- (c) if no vote is recorded thereon by placing a cross mark thus "X" against the name or names of the candidate or candidates for whom the voter wishes to vote; or
- (d) if the number of votes recorded thereon exceeds the number of vacancies to be filled; or
- (e) if it is void for uncertainty; or
- (f) if it violates any other law.

Provided that where more than one vote can be given on the same ballot paper, if one of the marks is so placed as to render it doubtful to which candidate it is intended to apply, the vote concerned but not the whole ballot paper, shall be in valid on that account.

28. The nominee or nominees equal in number to the number of vacancies, receiving the largest number of votes shall be declared duly elected. **Declaration of results.** When two or more nominees receive an equal number of votes and if they cannot all be declared elected, the final election shall be made by drawing lots in such manner as the Returning Officer may determine.

2. (c) Procedure of elections with proportional representation.

29. The procedure shall be that prescribed in Statutes 14 to 25 applicable for elections with postal voting and also the following Statutes from 30 to 44.

30. All voters shall be entitled to vote. Each voter shall have one transferable vote.

31 The ballot paper covers, other than those rejected under Law 24 of this Chapter, shall be opened and the ballot papers taken out and mixed together in the presence of the Returning Officer. He shall then proceed to count the votes, rejecting as invalid any ballot paper :-

- (a) if it does not bear the initials of the Registrar, or
- (b) if a voter signs his name or writes any word, or makes any mark, by which it becomes recognizable; or
- (c) if the figure "1" is not marked; or
- (d) if the figure "1" is set opposite to the names of more than one candidate; or
- (e) if the figure "1" and some other figures are set opposite to the name of the same candidate; or

- (f) if it is void for uncertainty; or
- (g) if it violates any other law.

On every paper so rejected, the Returning Officer shall endorse the word "Invalid" and such papers shall be kept in a separate bundle.

32. The Returning Officer shall arrange the ballot papers
 Scrutiny and (other than invalid papers) in parcels accor-
 counting of votes. ding to the first preferences recorded there-
 in for each candidate. He shall then count
 the number of papers in each parcel and credit each candidate
 with one vote in respect of each paper on which a first preference
 has been recorded for him. The Returning Officer shall also
 ascertain the total number of valid papers in all the parcels so
 arranged.

33. The Returning Officer shall then divide the total num-
 Quota. ber of valid papers in all the parcels by a
 number exceeding by one the number of
 vacancies to be filled and the result increased by one, disregard-
 ing any fractional remainder, shall be the number of votes suffici-
 ent to secure the return of a candidate (hereinafter called
 the "Quota").

34. If at any time, a number of candidates equal to the
 Declaration of candidates number of persons to be elected has obtained
 obtaining Quota. the quota, such candidates shall be declared
 as duly elected and no further steps shall be taken.

35. If at any time the number of votes credited to a candi-
 date is equal to or greater than the quota, that candidate shall
 be deemed elected.

36. If the number of the papers in the parcel of such a
 candidate is equal to the quota, the papers shall be set aside as
 finally dealt with.

- Transfer of surplus.**
37. (1) If the number of votes credited to an elected candidate is greater than the quota, the surplus shall be transferred in accordance with the provisions of this Statute to the continuing candidates, indicated on the ballot papers in the parcel of the elected candidate as being next in order of the voters' preference.
- (2) (a) If the votes credited to an elected candidate consist of original votes only, the Returning Officer shall examine all the papers in the parcel of the elected candidate whose surplus is to be transferred and shall arrange the unexhausted papers in sub-parcels according to the next preferences recorded thereon.
- (b) If the votes credited to an elected candidate consist of original and transferred votes or of transferred votes only, the Returning Officer shall examine the papers contained in the sub-paragraph last received by the elected candidate and shall arrange the unexhausted papers therein in further sub-parcels according to the next preferences recorded thereon.
- (c) In either case, the Returning Officer shall make a separate sub-paragraph of the exhausted papers and shall ascertain the number of papers in each sub-paragraph of unexhausted papers and in the sub-paragraph of exhausted papers.
- (3) If the total number of papers in the sub-parcels of unexhausted papers is equal to or less than the surplus, the Returning Officer shall transfer each sub-paragraph of unexhausted papers to the continuing candidate indicated thereon as the voter's next preference.
- (4) (a) If the total number of unexhausted papers is greater than the surplus, the Returning Officer shall transfer from each sub-paragraph the number

of papers which bears the same proportion to the number of papers in the sub-parcel as the surplus bears to the total number of unexhausted papers.

- (b) The number of papers to be transferred from each sub-parcel shall be ascertained by multiplying the number of papers in the sub-parcel by the surplus and dividing the result by the total number of unexhausted papers. A note shall be made of the fractional parts, if any, of each number so ascertained.
 - (c) If, owing to the existence of such fractional parts, the number of papers to be transferred is less than the surplus, as many of these fractional parts taken in the order of their magnitude, beginning with the largest, as are necessary to make the total number of papers to be transferred equal to the surplus, shall be reckoned as the value of unity, and the remaining fractional parts shall be ignored. If two or more fractional parts are of equal magnitude; that fractional part, shall be deemed to be the larger which arises from the larger sub-parcel, and if the sub-parcels in question are equal in size, preference shall be given to the candidate who obtained the larger number of original votes.
 - (d) The particular papers to be transferred from each sub-parcel shall be those last filed in the sub-parcel.
 - (e) Each paper transferred shall be marked in such a manner as to indicate the candidate from and to whom the transfer is made.
- (5) (a) If more than one candidate, has a surplus, the largest surplus shall be first dealt with.

- (b) If two or more candidates have each the same surplus, regard shall be had to the number of original votes obtained by each candidate, and the surplus of the candidate credited with the largest number of original votes shall be first dealt with and, if the numbers of the original votes are equal, the Returning Officer, at his discretion, shall decide which surplus he will first deal with.
- (c) The Returning Officer need not transfer the surplus of an elected candidate when that surplus, together with any other surplus not transferred, is less than the difference between the total of the votes credited to the two continuing candidates lowest on the poll.

38. (1) If, at any time, no candidate has a surplus (or when **Elimination of the lowest on the poll.** under the preceding Statute any existing surplus need not be transferred) and one or more vacancies remain unfilled, the Returning Officer shall exclude from the poll, the candidate credited with lowest number of votes and shall examine all the papers of that candidate, and shall arrange the unexhausted papers in sub-parcels according to the next preferences recorded thereon for the continuing candidates, and shall transfer each sub-parcel to the candidate for whom that preference is recorded.

The Returning Officer shall make a separate sub-parcel of the exhausted papers.

- (2) If the total of the votes of the two or more candidates lowest on the poll together with any surplus votes not transferred, is less than the votes credited to the next highest candidate, the Returning Officer may, in one operation, exclude those candidates from the poll and transfer their votes in accordance with the preceding Statute.

- (3) If, when a candidate has to be excluded under this Statute, two or more candidates have each the same number of votes and are lowest on the poll, regard shall be had to the number of original votes credited to each of those candidates and the candidate with fewest original votes shall be excluded and, where the numbers of the original votes are equal, regard shall be had to the total number of votes credited to those candidates at the first transfer at which they had unequal number of votes and the candidate with the lowest number of votes at that transfer shall be excluded and where the number of votes credited to those candidates were equal at all transfers, the Returning Officer shall decide by casting lots which candidate shall be excluded.
39. (1) Whenever any transfer is made under any of the preceding Statutes, each Sub-parcel of papers transferred shall be added to the parcel, if any, of papers of the candidate to whom the transfer is made, and that candidate shall be credited with one vote in respect of each paper transferred, such papers as are not transferred, shall be set aside as finally dealt with and the votes given thereon shall thenceforth, not be taken into account.
- (2) If, after any transfer, a candidate has a surplus, that candidate shall be declared elected and the surplus shall be dealt with in the manner hereinbefore provided before any other candidate is excluded.
40. (1) When the number of continuing candidates is reduced to the number of vacancies remaining unfilled, the continuing candidates shall be deemed elected.
- (2) When only one vacancy remains unfilled, and the number of votes of some one continuing candidates

exceeds the total of all the votes of the other continuing candidates, together with any surplus not transferred, that candidate shall be deemed elected.

- (3) When the last vacancy or vacancies can be filled under this Statute, no further transfer of votes need be made.

41. The Returning Officer shall then declare the names of the candidates who have been duly elected.

42. Any candidate or his agent may at any time during **Recounting.** the counting of votes, either before the commencement or after completion of any transfer of votes (whether surplus or otherwise), request the Returning Officer to re-examine and re-count the papers of all or any candidate (not being papers set aside at any previous transfer as finally dealt with); and the Returning Officer shall forthwith re-examine and re-count the same accordingly. The Returning Officer may also at his discretion recount votes either once or more often, in any case, in which he is not satisfied as to the accuracy of any previous count, provided that nothing herein shall make it obligatory on the part of the Returning Officer to recount the same votes more than once.

43. In the above Laws :

- Definitions.**
- (1) "Continuing Candidate" means any candidate not elected or not excluded from the poll at any given time.
 - (2) "First preference" means the figure "1" "Second preference" means the figure "2" and "Third preference" means the figure "3" and so on, set opposite to the name of any candidate.
 - (3) "Unexhausted papers" means ballot papers on which a second or subsequent preference is recorded for a continuing candidate.

- (4) "Exhausted papers" means ballot papers on which no second or subsequent preference is recorded for a continuing candidate.

Provided that a ballot paper shall also be deemed to be exhausted in any case in which :

- (a) the names of two or more candidates (whether continuing or not) are marked with the same figure and are next in order of preference; or
- (b) the name of the candidate next in order of preference (whether continuing or not) is marked ;
- (i) by a figure not following consecutively after some other figure on the ballot paper; or
- (ii) by two or more figures.
- (5) "Original Vote" in regard to any candidate means a vote derived from a ballot paper on which a first preference is recorded for that candidate ;
- (6) "Transferred Vote" in regard to any candidate means a vote credited to such candidate which is derived from a ballot paper on which a second or subsequent preference is recorded for that candidate ;
- (7) "Surplus" means the number of votes by which total number of the votes original and transferred, credited to any candidate exceeds the quota as defined in these laws.

44. The Returning Officer shall prepare a form showing:—

**Election
returns.**

- (1) the number of electors who voted,
- (2) the number of ballot papers rejected,
- (a) as being received too late,
- (b) for being sent by ordinary post or in other than the prescribed ways,

- (c) for irregularities connected with the declaration, and
- (d) as invalid.

3. Procedure for elections at meetings of the Electing Authorities.

45. Whenever an election has to be conducted at a meeting of the electing authority, the procedure prescribed under Laws 14 to 17 (i to iv) and 27 of this Chapter shall *mutatis mutandis* be followed, and also the following Statutes from 46 to 51.

46. If the number of valid nominees exceeds the number of vacancies to be filled, the Vice-Chancellor will hold the election on the next meeting day of the authority electing.

47. The voting shall be by ballot. All members present at the meeting shall be entitled to vote. No vote shall be given by proxy.

48. The Returning Officer shall ascertain that the person desiring to vote is a member who has not already voted and shall enter his name upon the counterfoil of ballot paper in a ballot paper book which shall be provided for the purpose of the election and shall then tear out the ballot paper corresponding to that counterfoil and having initialled the ballot paper on the back thereof, shall hand it to the member. Every ballot paper shall contain the names of all candidates for election arranged in alphabetical order.

49. When a member has received a ballot paper, he shall proceed to the place arranged for marking the vote and shall mark thereon for whom he intends to vote by putting a cross mark thus 'X' against the name or names of persons the member intends to vote for. The number of nominees for whom each elector may vote may be less than or equal to, but shall not be more than the number of vacancies to be filled. The member

shall then fold the ballot paper and drop it in a ballot box to be placed in front of the Returning Officer and then return to his seat.

50. If a member inadvertently spoils a ballot paper, he may return it to the Returning Officer, who shall, if satisfied give him another paper and retain the spoiled paper and this specified paper shall be immediately cancelled and the fact of such cancellation shall be noted on the counterfoil.

51. When all the members present have voted, the Returning Officer shall appoint from among the members present, as many Tellers as he may consider necessary and shall immediately hand over the ballot box to them for counting of the votes obtained by each candidate and for preparing the Result Sheet. In case of doubt about the validity of any ballot paper, the Tellers shall refer the matter to the Returning Officer for his decision. The Tellers shall, after preparing the Result Sheet, deliver it to the Returning Officer, who shall declare the results of the election in accordance with Law 28.

CHAPTER XIV

Co-option to the Academic Council.

1. (i) The Academic Council shall consist of the following members, namely :—
Act, Sec. 23. (i)

Class I—Ex-Officio Members.

- (1) The Vice-Chancellor,
- (1-a) The Director of Higher Education,
- (2) The Director of Public Instruction,
- (2-a) One person each nominated by the State Government from among the members of the Andhra Pradesh Sahitya Akademi, Sangeet Natak Akademi, Lalitha Kala Akademi, and Science Akademi,
- (3) The whole-time University Professors and other Professors appointed by the University,
- (4) The Principals of the University, affiliated and recognised Colleges,
- (5) The Heads of Departments in the University Colleges who are not otherwise members of the Academic Council,
- (6) Such members of the Syndicate as are not otherwise members of the Academic Council.

Class II—Other Members.

(ii) The Academic Council as constituted under subsection (i) may co-opt as members not more than fifteen persons from among teachers of the University and affiliated Colleges, as far as possible by rotation from such colleges for such period and in such manner as may be prescribed by Regulations so as to secure adequate representation of different branches of learning.
Act, Sec. 23 (ii).

Regulations.

2. The Academic Council as constituted under Section 23 (i) of the Act, may co-opt as members (a) not more than seven persons from among the teachers of the University and (b) not less than eight persons from among the teachers of the affiliated colleges as far as possible by rotation, provided that there shall always be among co-opted members not less than three persons from among the teachers of the Engineering, Medical and Veterinary Colleges affiliated to this University.

3. Members of the Academic Council as constituted under Section 23 (i) of the Act, shall send their suggestions for co-option to the Registrar before such date as is fixed by the Vice-Chancellor. After consideration of the suggestions, the Vice-Chancellor shall place his recommendations before the Academic Council for approval. The approval of the Academic Council shall ordinarily be obtained at a meeting unless for special reasons, the Vice-Chancellor requests approval by circulation.

4. No person shall be co-opted as a member unless he had collegiate teaching experience (other than as demonstrator or tutor) for a period of ten years.

5. Subject to the provisions contained in Section 31 of the Act, a co-opted member shall hold office for a period of one year i.e., the period during which two ordinary meetings of the Academic Council, apart from the special or urgent meetings, if any that may be held.

6. Unless, on the recommendation of the Vice-Chancellor, the Academic Council as constituted under Section 23 (i) of the Act decides otherwise, no person shall be co-opted as a member for two or more years successively.

CHAPTER XV

Examiners.

1. The Syndicate shall have power to appoint Examiners in consultation with the Boards of Studies and fix their fees.
Act, Sec. 19. (g).

2. The Syndicate shall have power to make Ordinances for the appointment and duties of Examiners.
Act, Sec. 44. (j)

Ordinances.

3 Appointments of Examiners shall be made by the Syndicate. However, in cases of urgency, the Vice-Chancellor may make the appointments and report the matter to the Syndicate.
Examiners.

The Syndicate and, in cases of urgency, the Vice-Chancellor may at any time cancel or withhold or suspend the appointment of any Examiner without assigning any reasons.

4. (i) The Examiners appointed shall be of the following categories :
Category of Examiners.

(a) Question-paper setters.

(b) Chief Examiners (Conducting).

(c) Additional and Assistant Examiners (Conducting).

(d) Practical Examiners and Additional Practical Examiners.

Examiners shall be constituted into Boards.

Each Board shall have a Chairman who shall be appointed by the Syndicate.

(ii) The duties of Question-paper setters will be to set papers for the examinations.

- (iii) The duties of Chief Examiners (Conducting examiners), will be,
- (a) to distribute the work of valuation ;
 - (b) to set the standard of valuation ;
 - (c) to supervise the work of the Additional or Assistant Examiners ;
 - (d) to value answer papers ;
 - (e) to set the papers for, and to conduct practical Examinations, if any ;
 - (f) to pass the results and forward them to the Registrar ;
 - (g) to report on the results of the Examinations; and
 - (h) to do such other work as may be assigned to them by the Syndicate or the Vice-Chancellor.
- (iv) The duties of Additional and Assistant Examiners will be to value answer papers under the directions of Chief Examiners. Additional Examiners may also be required to conduct practical examinations.
- Additional and Assistant Examiners will not be members of (Conducting) Examination Boards.
- (v) The duties of Practical Examiners will be to conduct Practical Examinations.

5. The Registrar shall, by the 1st July each year, notify Principals to furnish Principals of the University, Affiliated and Teaching staff lists. Oriental Colleges that they should send to him before the 1st August following a statement in duplicate containing the following details in respect of the Teaching Staff working under them.

- (a) name of teacher ;
- (b) age ;

- (c) qualifications (Degrees with class, date and name of the University);
- (d) present grade and pay and the date of appointment to the present grade ;
- (e) class and subject which he teaches ;
- (f) number of years of teaching experience in the college and in other institutions, if any (the period of service in each grade and institution to be separately indicated) ; and
- (g) previous appointments as Examiner, etc., showing year and grade.

In addition to the consolidated statement prepared by the Principal, the above stated and any other relevant particulars shall be entered on a separate prescribed form by each teacher signed by him; and forwarded to the Registrar, with the Counter signature of the Principal. Copies of these statements together with the recommendations of the Principals, if any, shall be forwarded by the Registrar to the respective Boards of Studies for their consideration.

Canvassing for the examinerships will be treated as a disqualification.

6. (a) The Syndicate shall invite the respective Boards of Studies to send a list of persons who can be considered for appointment as examiners of different grades.
- (b) The Boards of Studies shall, in making the recommendations, take into consideration the rules contained in these Ordinances and such other rules as may be laid down by the Syndicate from time to time.
- (c) In making recommendations for appointments as Paper-Setters, the Boards of Studies shall indicate, where possible, the subject or subjects for which the several persons recommended by them may be considered to be specially suitable.

7. (a) The Registrar shall maintain a consolidated list of **Annual List.** recommendations of the Boards of Studies which shall be revised annually in accordance with the recommendations of these authorities.

(b) A consolidated list shall be prepared annually by the **Five year's list.** Registrar showing the names of those who have been Question-Paper Setters, Chief Examiners, Additional or Assistant Examiners, Practical Examiners and Additional Practical Examiners during the preceding five years.

8. No person, except as otherwise provided for in these **Eligibility.** Ordinances, shall ordinarily be appointed as Paper-Setter, who is a member of the teaching staff of the University, Affiliated or Oriental Colleges.

9. No person may ordinarily be appointed as Chief Examiner who has not served for at least one or more periods as an Additional or Assistant Examiner.

10. No one shall ordinarily be appointed as Chief, Additional or Assistant or Practical or Viva-Voce Examiner who is not on the teaching staff of any of the University, Affiliated or Oriental Colleges.

11. No member of the Syndicate shall function as an Examiner except in respect of professional examinations or in cases of proved necessity and for special reasons.

12. Paper-Setters and Examiners shall be appointed for **Term of office.** one year (for two examinations in cases where two Examinations are held in a year) and shall ordinarily be eligible for re-appointment consecutively for two more years, the period of each such fresh appointment however, being only one year at a time. In the interests of efficiency and continuity, the Syndicate may relax this rule in such cases as it may deem desirable. This rule shall not also apply in the case of Paper-Setters and Examiners appointed for

Honours or Professional examinations or in subjects in which the number of competent Examiners is so small as to make it undesirable in the opinion of the Syndicate to apply the rule mechanically.

13. (a) Service in the Examination (Conducting) Boards for Honours Examinations or other Boards for which the total remuneration is small need not, under these Ordinances be taken into account when determining the appointment of Examiners for the Pass, and Pre-University/Intermediate Examination Boards.
- (b) Assistant or Additional Examiners shall be appointed only for one examination at a time; but shall be eligible for re-appointment as such for three more examinations ordinarily consecutive, or as nearly consecutive as possible. Practical Examiners and Additional Practical Examiners for the Pre-University/Intermediate Practical Examinations shall also be appointed only for one examination at a time.
- (c) In the case of examinations which are held twice a year in March/April as well as in September/October the Additional and Assistant and Practical Examiners appointed for the March-April Examination shall ordinarily be re-appointed for the September-October examinations to the number required.

Question-Paper-Setters.

14. (a) The Syndicate shall appoint one or more Boards of Question-paper-Paper-setters in such subjects or groups of subjects as it deems necessary.
- (b) The Syndicate shall, as far as possible, appoint as Paper-Setters persons who are teaching or have been till recently teaching their respective subjects upto the standard for which they will be required to set papers.

Provided, however that, the qualification of being actually engaged in teaching be not regarded as indispensable for appointment as Paper-Setters and Examiners in the case of Honours, Post-Graduate and Professional Examinations.

- (c) It shall be open to the Syndicate to appoint as members of Boards of Paper-Setters in Classical and Modern Indian Languages other than Telugu, persons, who are on the staff of University, Affiliated or Oriental Colleges or who, though they do not conform to the above conditions, are, in its opinion proficient in their subjects. It shall also be open to the Syndicate to appoint persons who are on the staff of University, Affiliated or Oriental colleges as Paper-Setters in cases where suitable external Paper-Setters are not available.
- (d) The Syndicate may appoint to the number required additional paper-setters, to help any Board of Paper-setters to set question papers in special subjects. These additional paper setters will not be members of the Board.

Examiners.

15. The Syndicate shall appoint Examination Boards (conducting) in such subjects or groups of subjects as it deems necessary.

- (a) There shall be ordinarily separate Examination Boards for,
- (1) Honours Examinations, and
 - (2) Pass, Intermediate/Pre-University and Matriculation Examinations.
- (b) The Boards of Paper-Setters may also function as Examination (Conducting) Boards in the following subjects and in cases where the number of candidates or competent examiners is small :—

- (i) All languages except English and Telugu,
- (ii) Professional Examinations,
- (iii) Music,
- (iv) Fine Arts,
- (v) Domestic Science, and
- (vi) Such other subjects as may be determined by the Syndicate.

Provided, however that the Syndicate may appoint additional members wherever necessary who shall have the same status as the other members of the Examination Boards.

16. The Syndicate may appoint to the extent considered necessary Additional Examiners to help the Examination Boards in respect of the Pass Degree Examinations.

17. The Syndicate may appoint to the extent considered necessary Assistant Examiners to help the Examination Boards in respect of the Intermediate/Pre-University and Matriculation Examinations.

18. The Syndicate may also appoint to the extent considered necessary Practical Examiners and Additional Practical Examiners to help the Examination Boards.

GENERAL.

19. Candidates shall not either directly or indirectly contact Examiners or those engaged in the conduct of the Examinations or the publication of results. If the functionaries mentioned above are approached directly or indirectly on behalf of any examinee in order to influence their valuation of his work, written or practical or oral or to know his marks or otherwise gain unauthorized knowledge of matters

connected with any examination, it shall be obligatory for them to inform the Registrar forthwith giving all details.

20. Remuneration and other allowances payable to Examiners shall be fixed by the Syndicate.

21. All Examiners shall carry out the instructions which the Syndicate or the Vice-Chancellor may issue from time to time.

CHAPTER XVI.

Conduct of Examinations.

1. The Syndicate shall have power to conduct the University Examinations and to approve and publish the results thereof.
Act, Sec. 19 (f)
2. The Syndicate shall have power to make Ordinances for the conduct of Examinations.
Act, Sec. (44) (g)

ORDINANCES.

3. (a) All examinations shall be held at such places as may be fixed by the Syndicate from time to time.
Place of Examinations. A list of the centres at which examinations will be held shall ordinarily be published in the Gazette.
- (b) When there are more centres than one for a written examination, question papers shall be distributed to candidates on the same day and at the same hour at every centre.
4. University Examinations shall not be held ordinarily on **Gazetted Holidays**, but the Syndicate may, for special reasons, decide to hold examinations on such holidays.
5. The following examinations shall ordinarily be held **Examinations held twice in a year.** twice in the academic year: (March/April and September/October).
 - (1) Matriculation.
 - (2) Pre-University/Intermediate.
 - (3) B.A.
 - (4) B.A.(Hons.) Part I.
 - (5) B.Sc.
 - (6) B.Sc.(Hons.), Part I and only subsidiary subjects of Part II.

- (7) B.Com.
- (8) F.E and B.E.
- (9) B.Ed.
- (10) Oriental Title Examinations.

6. Examinations in languages, subjects or groups for the Pre-University/Intermediate and Degree Courses of study in which no college is affiliated and presenting candidates shall not be conducted

7 All examinations, except practical and *Viva Voce* examinations, shall be conducted by means of printed, typed, mimeographed or written question papers. Except in the case of Modern Indian Languages, and languages for the Oriental Titles Examinations, the medium of examination shall be English, unless otherwise stated.

Provided, however, that the medium of examination in non-language subjects for the Matriculation Examination shall be both English and Telugu and the question papers in those subjects shall be set both in English and Telugu.

8. Regulations may provide for graded condonation of shortage of marks in :— Matriculation and Pre-University/Intermediate Examinations.

9. The examination (Conducting) Boards shall report to the Registrar the results of all examinations conducted or supervised by them.

10. The Syndicate shall have power to approve and publish the results.

11. A certificate signed by the Registrar shall be given to each successful candidate at an examination other than an examination for a Degree, Title or Diploma. The certificate shall set forth the date of the examination, the subject or subjects in which the candidate was

examined, the class in which he was placed, and the subjects if any, in which he gained distinction in accordance with the Regulations

12. A Diploma under the seal of the University and signed by the Vice-Chancellor shall be presented at a Convocation to each successful candidate at an examination for a degree, Title or Diploma. The Diploma shall set forth the date of the examination, the subjects in which the candidate was examined, the class in which he was placed and the subjects, if any, in which he gained distinction in accordance with the Regulations.

13. If the result of an examination is discovered to be vitiated by error, mal-practice, fraud, improper conduct or any other reason, the Syndicate shall have the power to amend the result in such manner as to accord with the true position and to make such declaration as the Syndicate may deem necessary in that behalf, provided that no result shall be amended after the expiration of six months from the date of publication of the result in the Gazette, save in cases falling under Ordinance No. 14.

14. If it is found that the result of an examination has been vitiated by mal-practice, fraud or other improper conduct whereby an examinee has been benefited and that the examinee has, in the opinion of the Syndicate, been a party to, or connived at the mal-practice, fraud or improper conduct, the Syndicate shall have the power at any time, notwithstanding the award of a diploma or a certificate or a prize or a scholarship, to amend the result of such examinee and to make such declaration as the Syndicate may deem necessary in that behalf, including the cancellation of the result of the examinee in such manner as the Syndicate may decide.

CHAPTER XVII.

Residence of Students.

1. (a) Every student of the University shall reside in a hostel or under such conditions as may be prescribed.

Residence.
Act, Sec. 7

(b) A "hostel" means a unit of residence for students of the University maintained or recognised by the University in accordance with the provisions of this Act.

Definition.
Act, Sec. 2 (e)

(c) The Senate shall have power to establish and maintain hostels.

Act, Sec. 16
(1) (l)

(d) The Senate shall have power to make Statutes for the institution and maintenance of University colleges and laboratories and hostels.

Act, Sec. 42 (k)

(e) The Syndicate shall have power :—

(i) to manage and control all colleges, hostels, libraries, laboratories, museums and the like instituted and maintained by the University;

Act, Sec. 19
(r), (s) & (t)

(ii) to recognize hostels not maintained by the University and to withdraw recognition therefrom; and

(iii) to supervise and control the residence and discipline of the students of the University and make arrangements for promoting their health and well-being.

(f) The Syndicate shall have power to make Ordinances to provide for :—

Act, Sec. 44
(b) & (e)

(i) the conditions of residence of the students of the University and the levy of fees for residence in hostels maintained by the University, and

- (ii) the conditions of recognition of the hostels not maintained by the University.

ORDINANCES.

(A) *General.*

2. The Syndicate shall prescribe from time to time such general or special conditions as it may deem necessary for recognition of hostels and shall have power to grant or to withhold or to withdraw recognition to any hostel.

3. Students who do not live with their parents or with guardians duly recognised by the Principal, shall reside in a hostel or unit if adequate hostel accommodation is provided, in lodgings during term time inspected and approved of by the authorities of the college to which they belong, unless exempted by the Principal of the college. Every college shall maintain "a register of approved lodgings" in such manner as may be laid down.

"Approved Lodging" means lodging periodically inspected by the college and included in a register of approved lodgings maintained by the college and approved by the Syndicate.

4. Any body or person who wishes that a hostel maintained or managed by such body or person should be recognised by the University shall apply to the Syndicate for such recognition of any hostel or approved lodging as required and shall supply such information as the Syndicate may require on the following points :—

- (a) Suitability of building,
- (b) Adequacy of accommodation,
- (c) Suitability of the neighbourhood,
- (d) Educational supervision,
- (e) Sanitary conditions,
- (f) Medical help,
- (g) Provision for games, etc.

The Syndicate after such inquiry as it may deem necessary shall decide as to whether or not recognition is to be granted. The Syndicate shall have power to prescribe such general or special conditions for recognition as it may deem necessary. Provisional recognition may be granted by the Syndicate on certain conditions and failure to fulfil the conditions laid down shall entail the lapsing of the recognition.

5. Hostels which are not managed by Colleges shall be
Management. managed by a regularly constituted governing body appointed by the person or body maintaining the hostel, the constitution of which shall be periodically reported to and approved of by the Syndicate.

6. The appointment of the superintending staff of every such
Appointment of hostel shall be made by the governing body
superintending staff. or by any authority to whom, such body may have delegated the power and all such appointments shall be subject to the approval of the Syndicate.

7. The Syndicate shall have power to suspend or withdraw
Withdrawal of recog- the recognition of any hostel which may not
nition. be conducted in accordance with the conditions stipulated by the Syndicate from time to time.

Provided that no such action shall be taken without affording the management of such hostel, an opportunity of making such representation as it may deem fit.

8. The Syndicate shall hold periodical inspections of all
Inspection. hostles and approved lodgings and may order a special inspection of any hostel or approved lodging to be made whenever it considers it desirable to do so and shall take such action on the report as it deems fit.

9. In every college students not living in hostels shall be
Students not living in assigned to individual members of the col-
hostels. lege staff for tutorial help and disciplinary supervision.

(B) *University Colleges.*

10. Every student of a University college shall reside in a
Residence of University hostel managed or recognised by the Syndi-
students. cate, unless specially exempted.

Every hostel managed by the Syndicate shall be under
Warden. the supervision of a Warden appointed by
 the Syndicate on such terms and conditions
 as may be determined.

11. Students who are living with parents or with guardians
Exemption from recognised as such by the Principal may be
residence. exempted from residence in hostels
 attached to the college.

Application for exemption shall be made along with the
Application for application to join the University or in the
exemption. case of students already resident, at least
 one week before the end of the term after
 which they propose to cease to be residents.

12. Lodgings of non-residents shall be subject to the
Lodgings of non- approval of the Principal.
residents.

13. Resident students shall conform to the rules relating to
Discipline. hostel management made from time to time
 by the Syndicate.

14. Non-resident students shall notify immediately to the
Change of address or Principal all changes of their address or
guardship guardianship.

CHAPTER XVIII

Convocations for Conferring Degrees.

1. The Senate shall have power to confer degrees and other academic distinctions on persons, who, a
Act, Sec. 16
(1) (h)

- (i) shall have pursued an approved course of study in a University College or an Affiliated College or an Oriental College unless exempted therefrom in the manner prescribed by the Regulations and shall have passed the prescribed examinations of the University; or
- (ii) shall have carried on research under conditions prescribed;

2. The Senate shall have power to make Statutes and such Statutes may provide for the holding of convocations to confer degrees.
Act, Sec. 42 (g)

Statutes.

3. Convocation for the purpose of conferring degrees shall be held once in a year which shall be called the Annual Convocation and at such other times as the Chancellor may direct.
Convocations.

4. Special Convocation for conferring degrees or for other purposes may be held on such date and time as the Syndicate may, with the Chancellor's approval, determine.

5. Not less than four weeks notice shall, under the direction of the Vice-Chancellor, be given by the Registrar of the annual meeting of the Convocation and so much notice of any other Convocation as may be possible.
Notice.

6. Candidates for degrees must submit to the Registrar their applications for admission to their several degrees in the prescribed forms with
Date of Application.

the prescribed fee at least fifteen days before the date fixed for the Convocation. No person shall be admitted to a Convocation who has not thus sent in his application to the Registrar.

7. Candidate for Post-graduate Degrees, Honorary Degrees and Ph.D. Degrees only will be admitted **How awarded** in person to the respective Degrees at the Convocation. The candidates for the remaining Degrees will be admitted to the respective degrees *in absentia* and their Degree certificates will be sent soon after the convocation to the Principals of colleges concerned for distribution to the candidates by the colleges at their **Annual Day** or at a special function to be arranged for the purpose. But such function will not be called a Convocation.

8 It shall, however, be competent for the Vice-Chancellor **Award of Diplomas in advance.** for satisfactory reasons shown, to present candidates, who are declared eligible for the award of their respective degrees with their diplomas in advance on payment of the prescribed fee. All such cases shall be reported to the succeeding Convocation.

9. Any person, who, having sent in his name to the Registrar as a candidate for a degree in person **Penalty for absence at a Convocation.** at a Convocation as contained in the above laws, fails to appear on that occasion, shall, when he next applies for his degree, pay again in full the prescribed fee.

10. Such candidates as are unable to present themselves in person at the Convocation for a degree **Degree "in absentia".** may, on payment of the prescribed fee, be admitted "*in absentia*" to that degree.

11. No candidate who has already proceeded to a degree and has been awarded his diploma shall be **Admissions to the Convocation again for the same degree inadmissible.** admitted a second time at a Convocation to the same degree notwithstanding that he may have qualified in an additional group or branch or in an additional language.

An endorsement shall be made upon his diploma setting forth the further examinations passed, by him, the dates of such examinations and the class in which he was placed, if any.

12. The diplomas of the University shall be valid only if they bear the seal of the University and are signed by the Officer authorised.
Seal of the University.

13. The Chancellor may invite an eminent person to address the candidates.
Convocation address.

14. In the absence of the Chancellor, the Pro-Chancellor shall preside; in his absence the Vice-Chancellor shall preside; in their absence another member of the Senate nominated by the Chancellor shall preside.
Who to preside.

15. The Chancellor, Pro-Chancellor, Vice-Chancellor, Deans of the Faculties, and members of the Senate shall wear the academic robes prescribed and assemble in the Convocation room at the appointed hour.
Assembly of Senate.

16. The graces of the Senate on behalf of the candidates for admission to the several degrees will be supplicated in the following order:—
Graces of the Senate.

Ph.D. in Science. By the Dean of the Faculty of Science.

Ph.D. in Arts. By the Dean of the Faculty of Arts.

M.D., M.S & M.B.B.S. By the Dean of the Faculty of Medicine.

B.Ed. By the Dean of the Faculty of Teaching.

B.E. By the Dean of the Faculty of Engineering.

M.Sc. and B.Sc.	By the Dean of the Faculty of Science.
M.A. and B.A.	By the Dean of the Faculty of Arts.
B.Com.	By the Dean of the Faculty of Commerce.
M.Mus. and B.Mus.	By the Dean of the Faculty of Fine Arts.

17. The formula to be used for each grace shall *mutatis* Form of grace. *mutandis* be as follows :—

..... Chancellor, I move that a grace of the Senate be passed that those persons whom the Syndicate, on the reports of the Examiners, has certified to be qualified for the degree ofbe admitted to that degree.

18. Whereupon the Chancellor shall put the question Passing of grace. “Doth it please you that this grace be passed?” and the Senate assenting, the Chancellor shall say “This grace is passed.”

19. When all the graces have been passed the Chancellor, Pro-Chancellor, Vice-Chancellor, Deans of the Faculties and members of the Senate shall proceed in procession to the hall in which the degrees are to be conferred. Procession.

20. The hall shall be so arranged that the Chancellor’s chair is somewhat in advance and the chairs assigned to the Pro-Chancellor, the Vice-Chancellor, Deans of the Faculties, and members of the Senate being so arranged as to leave full space for the presentation of the candidates. Special seats shall be provided in the hall for the members of the Academic Council Arrangement of seats.

21. The candidates shall wear the gowns and hoods pertaining to their respective degrees and shall be arranged opposite to the Chancellor. seating of candidates.

22. On the procession entering the hall, the candidates shall rise and remain standing until the Chancellor, Pro-Chancellor, Vice-Chancellor, Deans of the Faculties and members of the Senate have taken their seats.

23. The Chancellor, Pro-Chancellor, Vice-Chancellor, Deans of the Faculties and members of the Senate having taken their places, the Chancellor shall say :

Procedure.

“This Convocation of the University of Sri Venkateswara has been called to confer degrees upon (persons on whom the Senate has decided to confer honorary degrees) the candidates who, in the examinations recently held for the purpose, have been certified to be worthy of the same. Let the candidates stand forward.”

24. Then, the candidates standing, the Chancellor shall put to them the following questions :-

Questions.

Question : Do you sincerely promise and declare that, if admitted to the degrees for which you are severally candidates, and for which you have been recommended, you will in your daily life and conversation conduct yourselves as become members of this University?

Answer : I do promise.

Question : Do you promise that to the utmost of your opportunity and ability you will support and promote the cause of morality and sound learning?

Answer : I do promise.

Question : Do you promise that you will, as far as in you lies, uphold and advance social order and the well-being of your fellowmen?

Answer : I do promise.

In the case of candidates for professional degrees, the following addition shall be made,

Question : Do you promise that you will faithfully and carefully fulfil the duties of the engineering, commercial and teaching professions, that you will, on all occasions, maintain their purity and reputation and that you will never deviate from the straight path of their honourable exercise by making your knowledge subservient to unworthy ends?

Answer : I do promise.

25. Then the Chancellor shall say :

Let the candidates be now presented.

26. Then the candidates shall be presented to the Chancellor by the Deans of the respective Faculties, or by other members of the Senate, the candidates having first received their diplomas from the Registrar.

27. When all the candidates for the same degree have been presented, the Chancellor shall say to the candidates, who shall remain standing;

by virtue of the authority vested in me as.. ..	} }	CHANCELLOR PRO-CHANCELLOR VICE-CHANCELLOR.
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of the Sri Venkateswara University, I admit you to the degree ofin this University, and in token thereof you have been presented with these diplomas, and I authorise you to wear the Robes ordained, as the insignia of your degree.

28. When all the candidates for all the degrees have been presented, the Registrar shall lay the record of the degrees that have been conferred, before the Chancellor, who shall sign the same.

29. After the record has been signed, the Chancellor, Pro-Chancellor, Vice-Chancellor, Deans of the Faculties and members of the Senate shall rise up and the Chancellor shall say:

I DISSOLVE THIS CONVOCATION.

30. Then the Chancellor, Pro-Chancellor, Vice-Chancellor, Deans of the Faculties and members of the Senate shall retire in procession to the Convocation room, the graduates standing.

31. Nothing in the fore-going Statutes, except Statutes 14, 15, 19, 20, 21, 23 and 27 to 30 of this Chapter in so far as they are applicable, shall apply in the case of honorary degrees.

CHAPTER XIX.

Academic Robes.

(Statutes).

The academic robes for the Chancellor, Pro-Chancellor, Vice-Chancellor, Registrar, Members of the Senate and Academic Council and the candidates for the degrees shall be as prescribed below :—

CHANCELLOR.

1. A purple tery velvet gown, made like an Oxford Proctor's dress gown, with two-inch gold lace down the fronts and round the bottom of the sleeves outside.

A black velvet academic cap, bound round with gold lace and gold tassel, nine inches long or a turban or such other head dress as the person holding the office is accustomed to wear

PRO-CHANCELLOR.

2. A purple gown of silk or stuff same shape as the Chancellor's and trimmed in the same way.

A cap like the Chancellor's or a turban or such other head dress as the person holding the office is accustomed to wear.

VICE-CHANCELLOR.

3. A purple gown of silk or stuff same shape as the Chancellor's and trimmed in the same way, but with silver lace.

A cap like the Chancellor's, but with silver lace and tassel, or a turban or such other head dress as the person holding the office is accustomed to wear.

REGISTRAR.

4. A black laced gown of silk or stuff.

A black cloth academic cap or a turban or such other head dress as the person holding the office is accustomed to wear.

MEMBERS OF THE SENATE AND THE ACADEMIC COUNCIL.

5. A black gown of silk or stuff and a scarf of scarlet silk or stuff four inches wide, with a fringe of the same colour, three inches deep;

OR

The gown and hood prescribed for the University degree taken. A black velvet academic cap or a turban or such other head dress as the person holding the office is accustomed to wear.

GRADUATES.

Every candidate shall wear a dhoti or trousers, a coat with a closed collar buttoned up to the neck and a black cloth academic cap or a turban or a fez. This law shall not apply to woman candidates.

BACHELOR OF ARTS (PASS OR HONOURS).

A gown made of black stuff, cut like the Cambridge B.A. gown.

A hood made of black silk or stuff edged with crimson silk.

BACHELOR OF SCIENCE (PASS OR HONOURS).

A gown made of black stuff, cut like the Cambridge B.A. gown.

A hood made of black silk or stuff edged with white silk.

BACHELOR OF SCIENCE IN AGRICULTURE.

A gown similar to that of the B.A., Gown.

A hood made of black silk or stuff, edged with green.

BACHELOR OF VETERINARY SCIENCE.

A gown similar to that of the B.A. degree.

A hood made of black silk or stuff, edged with maroon

BACHELOR OF COMMERCE.

A gown similar to that of the B.A. degree.

A hood made of black silk or stuff, edged with mauve silk or stuff.

B.G.L. AND B.L. DEGREE.

“Black” silk stuff, cut like the Cambridge B.A. gown.

A hood made of black silk or stuff lined with purple silk or stuff.

MASTER OF ARTS.

A gown made of black silk or stuff, cut like the Cambridge M.A. gown.

A hood made of black silk or stuff, lined with crimson silk or stuff.

MASTER OF ARTS (HONOURS)

A gown made of black silk or stuff, cut like Cambridge M.A. gown.

A hood made of crimson silk.

MASTER OF PHILOSOPHY

A gown made of black silk or stuff, cut like the Cambridge M.A. gown.

A hood made of crimson silk lined with white silk.

MASTER OF SCIENCE.

A gown made of black silk or stuff, cut like the Cambridge M.A. gown.

A hood made of white silk.

M.COM. DEGREE.

“Black”, silk or stuff, cut like the Cambridge B.A. gown.

A hood made of black silk or stuff lined with mauve silk or stuff.

DOCTOR OF PHILOSOPHY.

A gown made of white silk or stuff, cut like the Cambridge M.A. gown.

A hood made of white silk or stuff, lined with scarlet silk or stuff.

BACHELOR OF MEDICINE AND SURGERY.

A gown similar to that for the B.A. degree.

A hood made of black silk or stuff, lined with light blue silk or stuff.

DOCTOR OF MEDICINE OR MASTER OF SURGERY.

A gown similar to that for the M.A., Degree.

A hood made of light blue silk.

BACHELOR OF ENGINEERING.

A gown similar to that for the B.A. degree.

A hood made of black silk or stuff, lined with orange silk or stuff.

BACHELOR OF TEACHING.

A gown pertaining to the B.A. or M.A. degree.

A hood made of black silk or stuff, lined with gold coloured silk or stuff.

MASTER OF EDUCATION.

A gown pertaining to the B.A. or M.A. Degree.

A hood made of gold coloured silk or stuff.

DOCTOR IN ANY FACULTY OTHER THAN MEDICINE.

A gown made of white silk or stuff with scarlet cloth facings.

A hood made of scarlet silk.

BACHELOR OF ORIENTAL LEARNING.

A gown similar to that for the B.A. degree.

A hood made of black silk or stuff, edged with grey silk or stuff.

BACHELOR OF ORIENTAL LEARNING (HONOURS).

A gown similar to that for the B.A. degree.

A hood made of black silk or stuff, lined with grey silk or stuff.

MASTER OF ORIENTAL LEARNING.

A gown similar to that for the M.A. degree

A hood made of black silk or stuff, lined with grey silk or stuff.

BACHELOR OF MUSIC.

A gown similar to that for the B.A. degree.

A hood made of black silk or stuff, edged with dark blue silk or stuff.

MASTER OF MUSIC.

A gown made of black silk or stuff, cut like the Cambridge M.A. gown.

A hood made of black silk or stuff, edged with dark blue silk or stuff.

HONORARY DEGREES.

Gown :— A gown made of scarlet silk or stuff with facings of crimson silk for LL.D. and gold yellow silk for D.Sc. or D.Litt.

Hood:— For the LL.D. degree—a hood made of scarlet silk or stuff, lined with crimson silk.

For the D.Sc. and D.Litt. degrees—a hood made of scarlet silk or stuff, lined with gold yellow silk.

Head dress:— A round black velvet cap with gold tassel, or a turban or such other head dress as the person is accustomed to wear.

CHAPTER XX

Finance.

1. The University shall have a general fund to which shall be credited :—
General Fund.
Act, Sec. 39.

- (1) its income including fees and endowments, and
- (2) contributions [which may be made by the State Government on such conditions as they may impose towards the development of laboratories, libraries, museums and workshops and the salaries of such teachers of the University as are appointed for research and for the advancement and dissemination of knowledge in particular branches of learning.

2. The University shall have such other funds and maintain such accounts as the Senate may determine.
Constitution of other funds.
Act, Sec. 40.

3. The Syndicate shall have power to hold, control and administer the property and funds of the University.
Act, Sec. 19. (b)

4. The T.T. Devasthanams shall, every year, out of its funds, set apart a sum of not less than two and a half lakhs of rupees towards the maintenance of Sri Venkateswara University.
Act, Sec. 57.
(Madras Act XIX of 1951 — Sec. 85. (2))

5. The Registrar shall be responsible for the proper collection of all examination and other fees due to the University at the prescribed rates and
Standing order.

for taking the necessary steps in proper time for the realisation of Government and other grants and all other dues due to the University.

6. Annual Accounts:—(1) **The Syndicate shall prepare during each financial year annual accounts of the University of the preceding financial year and submit them to such audit as the State Government may direct before the end of the financial year. The accounts when audited shall be published in the *Andhra Pradesh Gazette* and copies thereof, together with copies of the audit report, shall be submitted to the Senate not later than two years from the end of the financial year to which the accounts pertain and to the State Government.**

Annual Accounts and Audit.

Act, Sec. 21.

(2) **The Syndicate shall also prepare, before such date as may be prescribed by the Statutes, the financial estimates for the ensuing year and submit the same to the Senate.**

Financial Estimates.

(3) **The annual accounts and the financial estimates shall be considered by the Senate at its annual meeting and the resolutions of the Senate thereon shall be communicated to the State Government for information ;**

Provided that the Senate shall not pass any resolution so as to increase the total financial estimates on the expenditure side beyond the total estimated receipts.

7. The Syndicate shall prepare before the 10th January each year or any other date as may be fixed by it, the annual accounts for the previous year, the revised estimates for the year and the budget estimates for the ensuing year.
- Budget Estimate. Statute.*
8. The Registrar shall, each year, prepare in such manner as may be decided, from time to time, and submit by the 7th January each year or any other date as may be fixed by the Syndicate, a budget containing detailed estimates of Income and Expenditure under the several main heads for the ensuing financial year for approval by the Syndicate.
- Standing Order.*
9. The Syndicate may, for reasons to be recorded in writing, incur any expenditure for which no provision has been made in the budget or which is in excess of the amount provided in the budget, but a report of the expenditure incurred shall be made to the Senate at its next meeting.
- Power to incur unforeseen expenditure. Act, Sec. 22.*
10. Reappropriation from one detailed head to another in the same account may be made by the Vice-Chancellor provided that no recurring liability is involved.
- Reappropriation. Standing Order.*
11. Unspent balances of budget allotments at the close of the financial year shall lapse and shall not be available for expenditure in a succeeding year except under the budget of that year.
- Unspent Balances. Statute.*

12. The Vice-Chancellor shall have power to sanction the temporary transfer of amounts from one fund to another. All such transfers shall be reported to the Syndicate at its next meeting.

Temporary transfer of funds.
Statute.

13. The Syndicate may invest any moneys belonging to the University including any unapplied income in such manner as it may determine from time to time.

Investments.
Statute.

14. When the cash balances under the several accounts have become larger than are necessary for the current expenditure, the surplus amounts should be withdrawn with the sanction of the Syndicate and deposited in such manner as it may determine. Such deposits may be renewed when necessary with the permission of the Vice-Chancellor. Similarly, permanent investments of unspent balances, under any account, may be made with the sanction of the Syndicate.

Surplus Amounts.
Standing Order.

15. A statement of such surplus amounts should be submitted by the Registrar to the Vice-Chancellor on or before the 20th of every month. Even if no adequate surplus exists in any month for investments, a statement to that effect shall be submitted to the Vice-Chancellor.

Standing Order.

16. The Registrar shall be responsible for the correct calculation of interest on Fixed Deposits with the Bank and on Government and other Securities and Investments and for their proper realisation on the due dates. He shall also watch the date or dates on which the deposits or Securities will mature and intimate the fact to the Syndicate sufficiently in advance, so that the latter may decide on the best method of their disposal.

Standing Order.

17. (a) Save as otherwise provided in the laws of the University, the Syndicate shall bring every item

Standing Order.

of expenditure under its direct control and see that no expenditure or liability is incurred without its previous sanction.

Standing Order. (b) The mere fact that a certain expenditure or class of expenditure has been provided for in the sanctioned budget estimates or can be met from the anticipated or actual savings under any head is no authority for any University official to incur the expenditure without obtaining the sanction of the competent authority or officer.

Powers of Sanctioning Expenditure by Vice-Chancellor. Standing Order. (c) Notwithstanding this or any other Standing Order, it shall be competent for the Vice-Chancellor to sanction expenditure subject to the following conditions :—

- (i) There shall be sufficient budget allotment to cover the expenditure sanctioned.
- (ii) All such expenditure shall relate only to schemes of a non-recurring nature approved in the budget.
- (iii) The total expenditure sanctioned under any head at any one time shall not exceed Rs. 2,500/- or in the case of Scientific Apparatus and Books, Rs. 5,000/- subject to the condition that all sanctions above Rs. 500/- shall be reported to the Syndicate.
- (iv) All expenditure on buildings or repairs thereof, the estimates for which exceed Rs. 1,000/- shall require the approval of the Syndicate.

It shall however, be competent for the Vice-Chancellor to sanction expenditure upto a sum of Rs 300/- at any one time on items of an unforeseen character for which no provision has been made in the budget. All such expenditure shall be reported to the Syndicate at its next meeting

17-A. The Registrar shall have authority to incur expenditure under the following heads :—

- (i) Printing work done for the University after check by the Director, Government Printing Press, or any other authority appointed by the Syndicate according to the accepted tender or contract agreement.
- (ii) All stationery obtained through the Superintendent of Stationery.
- (iii) All charges for service postage stamps, gazette notifications and freight.
- (iv) Subject to budget provision, other items of contingent expenditure of a non-recurring nature not exceeding Rs. 100/-.

The Heads of the University Colleges shall have authority to incur expenditure upto the budget allotment assigned under equipment and contingencies etc. (including equipment under grants sanctioned by U G C. and other organisations) in respect of the concerned University College Offices and Departments provided, however the expenditure under no one item at any one time shall exceed Rs. 1,000/-.

18. The Vice-Chancellor may write - off the irrecoverable value of shortages of stocks or unserviceable articles or books or irrecoverable loss of money occasioned by fraud or neglect of duty of University officers, teachers and servants or otherwise upto a total limit of Rs. 2,000/- at any one time and report it to Syndicate. If the amount to be written-off exceeds the above limit the Syndicate may write-off the entire amount and report to the Senate.

Provided that the Principal/Special Officer of Sri Venkateswara University Colleges may write-off the value of unserviceable articles upto a total limit of Rs. 500/- at any one time.

19. The Registrar shall be empowered to receive all payments to the University, which shall be credited under proper heads of accounts. The Registrar shall make all authorised payments including fees, salaries and allowances payable out of the University funds.

STANDING ORDERS.

20. The accounts of the University shall be kept by the Registrar under the directions of the Syndicate.

21. No payment shall be made by the Registrar under any main head of expenditure unless a sufficient balance of the allotment sanctioned by the Senate under that head is still available.

22. The following shall be the heads of accounts and any change in their number or nomenclature shall be made by the Syndicate.

RECEIPTS.

A-I (i) General Account—Ordinary.

1. GENERAL MANAGEMENT.

(a) University Authorities and Administration :

1. Government and other Grants.
2. Sale of University Publications.
3. Affiliation Fees.
4. Fees other than Examinations.
5. S.S.L.C. Compensation.
6. Interest on Investments.
7. Rents on Buildings.
8. Miscellaneous Receipts.

(b) University Colleges :

1. Government Grant for Colleges.
2. Tuition and other fees from Colleges.
3. Games and Sports.

(c) University Library :
Library Fees and other Receipts.

(d) University Hostels :
Rents, etc.,

2. PUBLICATIONS.

3. ADVANCES RECOVERABLE.

1. For Conveyances.
2. For other items.

A—I (ii) Oriental Research Institute Account.

A—II Examination Account.

1. Examination fees.
2. Supplemental and Penal Fees.
3. Other Receipts.

A—III Grants—Development and Capital—Accounts.

1. Grants.
2. Interest.
3. Miscellaneous Receipts.

A—IV Development Account.

A—V. S.V. University Account.

A—VI Debt Account.

A—VII Engineering College Account.

A—VIII S.V. University Campus School Account.

A—IX C.S.I.R. Grants Account.

A—X U.S.P.L. No. 480, Funds—Grants Account

A—XI Miscellaneous Grants Account.

A—XII Child Development Account.

B. Equipments—Depreciation Fund Account.

- (i) Transfer from A-1 (i) General Account (Ordinary).
- (ii) Interest.

C. Endowment Fund Account.

- (i) Endowments.
- (ii) Interest.

D—I. Provident Fund Account :—

- (i) Subscription.
- (ii) Contribution.
- (iii) Interest.

D—II. Pension-Cum-Provident Fund Account :—

- (i) Subscription.
- (ii) Contribution.
- (iii) Interest.

D—III. General Provident Fund Account :—

- (i) Subscription.
- (ii) Interest.

D—IV. Deposit Account :—

- (i) Security Deposits.
- (ii) Earnest money Deposits.
- (iii) Miscellaneous Receipts.

EXPENDITURE.**A—I. (i) General Account—Ordinary.****1. General Management****(a) University Authorities and Administration :**

1. Establishment Charges.
2. Travelling allowances.
3. Contingencies.
4. Grants and Subscriptions.
5. Gardening and Plantation.
6. Other items, Convocation, etc.
7. Permanent Advances.
8. Deposits.

(b) University Colleges :**1. Establishment Charges:****(i) Teaching Staff-Colleges.****(ii) Ministerial Staff.****(a) Laboratory Staff.****(b) Principal's Office.****(iii) Provident Fund:****(a) Provident Fund.****(b) Pension-Cum-Provident Fund.****(c) General Provident Fund.****(iv) Leave Allowances.****2. Apparatus, Chemicals and Contingencies.****3. Games and Sports.****4. Unions.****5. Other items :****Research Fellowships, Research Scholarships
and Studentships (Unendowed).****(c) University Library :****(i) Establishment Charges.****(ii) Books, Periodicals and Contingencies.****(d) Engineering :****(i) Establishment Charges.****(ii) Running Charges.****(iii) Annual and Special Repairs to Buildings and
Roads etc.****(e) University Hostels :****(i) Establishment Charges.****(ii) Contingencies.****2. Publications****3. Advances Recoverable****(i) For Conveyances.****(ii) For other items.**

4. Transfer of other Accounts
Equipment Depreciation Fund.

A—I (ii) Oriental Research Institute Account.

A—II. Examinations Account

- (1) Examination Charges.
- (2) Refund of Examination Fees.

A—III Grants Development and Capital — Accounts Transfers.

A—IV. Development Account

A—V. S V. University A count

A—VI. Debt Account.

A—VII. Engineering College Account.

A—VIII S.V. University Campus School Account

A—IX. C.S.I.R. Grants Account.

A—X. U.S.P L. No 480, Funds -Grant Account.

A—XI. Miscellaneous Grants Account.

A—XII. Child Development Account.

B. Equipment—Depreciation Fund Account.

Cost of Renewals of Equipment.

C. Endowment Fund Account.

Medals and Prizes.

Fellowships, Scholarships and Studentships.

Transfer to A—I (i) General Account (Ordinary).

D—I. Provident Fund Account :—

Advances recoverable.

Refund of subscription.

Refund of contribution

Adjustment of interest.

D—II. Pension-Cum-Provident Fund Account :—

Advances recoverable.
 Refund of subscription.
 Refund of contribution.
 Adjustment of interest.

D—III. General Provident Fund Account :—

Advances recoverable.
 Refund of subscription.
 Adjustment of interest.

D—IV. Deposit Account :—

Refunds.
 Security deposits.
 Earnest money deposits
 Other items.

23. The following shall ordinarily be the account books to be maintained in the prescribed form by the University. Any change by way of increase or decrease in the number of registers and in their nomenclature shall be made by the Syndicate—

(a) University Office:—

1. Cash Books—(Registers of Receipts & Charges).

A—I. (i) General Account (Ordinary).

A—I. (ii) Oriental Research Institute Account.

A—II. Examination Account.

A—III. Grants—Development and Capital—Account.

A—IV. Development Account.

A—V. S.V. University Account.

A—VI. Debt Account.

A—VII. Engineering College Account.

A—VIII. S.V. University Campus School Account.

A--IX. C.S.I.R. Grants Account.

A—X. U.S.P.L. No. 480, Funds—Grants Account.

A—XI. Miscellaneous Grants Account.

A—XII. Child Development Account.

B. Equipment Depreciation Fund Account.

C. Endowment Fund Account.

D—I. Provident Fund Account.

D—II. Pension—Cum—Provident Fund Account.

D—III. General Provident Fund Account.

D—IV. Deposit Account.

Fee Fund Account.

2. (i) Posting Registers of Receipts—General Account
(Ordinary).
- (ii) -do- All other accounts.
- (iii) -do- Fee Fund Account.
3. (i) Posting Registers of Charges—General Account.
(Ordinary).
- (ii) -do- Endowment Fund Account
- (iii) -do- Provident Fund Account
- (iv) -do- Fee Fund Account.
4. Ledgers—(i) Endowment Fund Account.
(ii) Contractors Ledger.
5. Register of Contingent Charges.
6. Stock Register of Securities.
7. -do- Furniture.
8. -do- Fixtures.
9. -do- Sundry articles
10. Stock Register of Stationery.
11. -do- Publications
12. -do- Books.

13. Stock Register of Cheque Books.
 14. -do- Receipt Books.
 15. Acquittance Register.
 16. Register of sanctioned establishment.
 17. Establishment audit Register.
 18. Register of advances.
 19. Register of deposits.
 20. Press Register.
 21. Register of Stamp Account.
 22. Register of Miscellaneous bills.
 23. Registers relating to Provident Fund :—
 - (i) Cash Book.
 - (ii) Ledger.
 - (iii) Register of loans from Provident Fund—Refunds.
 - (iv) Register of Subscribers to Provident Fund.
 - (v) Register of Insurance policies delivered for safe custody under Insurance Laws.
 24. Group payments Register.
 25. Register of cash payments of T.A.
 26. Register of re-appropriations.
 27. Register of Government Grants and other contributions, etc.
 28. Register of Budget allotments—sanctions, actual expenditure and balances.
 29. Miscellaneous Sales Register.
 30. Register of security bonds executed by the employees of the University.
- (b) University College :—
1. Term fee Register.
 2. Register of applications received for seats.
 3. Register of admissions and withdrawals.
 4. Register of transfer certificates.

5. Research scholar's fee Register.
6. Register of contingent charges.
7. Cash Book for contingent advance.
8. Cash Book for College, Examinations and other fees.
9. Cash Book for deposits.
10. Cash book for Magazine and Unions Fund etc., Accounts.
11. Deposit Register.
12. Stock Register of Furniture.
13. -do- Fixtures.
14. -do- Sundry articles.
15. -do- Stationary.
16. -do- Apparatus (permanent articles
 in each department).
17. -do- Chemicals etc., (consumables
 in each department).
18. Register of Budget allotments—sanctions, actual expenditure and balances.
19. Register of bills
20. Register of Stamp account.
21. Register of contingent charges
22. D.C.B. Register of tennis } Physical
23. Stock Register of games articles. } Director.
24. Register of Scholarships, Studentships and Fellowships.

(c) University Hostels :—

1. D.C.B. Register.
2. Cash Book.
3. Registers for daily collections.
4. Credit purchases books.

5. Stock Register of provisions.
6. Stock Register of furniture and utensils.
7. Guests and extra Register.
8. Caution fee Register.
9. Daily issue book.
10. Indent book.
11. Stock book of Furniture.
12. Stock Register of Fixtures.
13. -do- Sundry including stationery articles.

(d) Engineering Section :-

(i) Office :-

1. Register of contingent charges (General and buildings).
2. Stock Register of Furniture.
3. -do- Fixtures.
4. -do- Sundry articles.
5. -do- permanent articles (excluding furniture).
6. -do- consumable articles.
7. -do- Stationery.
8. Register of bills.
9. Register of measurement books.
10. Register of Budget allotments-sanctions, actual expenditure and balances.
11. Register of sanctioned estimates and works undertaken.
12. -do- major works.
13. -do- minor works.
14. -do- fruit bearing trees.
15. -do- miscellaneous sales.
16. -do- stamp account.

(ii) Workshop :

17. Stock Register of machinery.
18. -do- tools and plants.
19. -do- consumable articles.
20. Register of expenditure with details on work orders.
21. Work order book.

(iii) Power House and Gas Plant :

22. Stock Registers of machinery.
23. Stock Registers of consumable articles.

(e) Library :—

1. Register of contingent charges.
2. Fines Register.
3. Stock Register of Fixtures.
4. -do- Furniture.
5. -do- Sundry articles.
6. Accession Register (Books).
7. Stock Register of stationery.
8. Periodicals accession Register (Card Form).
9. Periodicals issue Register.
10. Register of borrowers.
11. Issue Register (Card Form)
12. Register of loan of books from other libraries.
13. Register of Stamp account.

24. Account books and registers shall be bound strongly and paged. On the first or title page, the number of pages the book or the register contains shall be entered and the entry shall be signed by the Registrar. Corrections shall be made in red ink and attested. Erasures and over writings shall on no account be permitted.

25. Scheduled Banks in Tirupati shall be the Bankers of the University.

University Bankers.

Cheque books issued by the Bank or the Treasury Officer concerned shall remain in the personal custody of the Registrar under lock and key. At the end of every month and after the statement of accounts is received from the Bank with the transactions of the preceding month entered therein, the Registrar shall have the entries in the debit side compared and as a sign of having exercised the check, initial the entries.

26. All remittances to the University shall be made to the Registrar in one of the following ways :—
Remittances to Registrar in one of the following ways :—
University-how
made.

- (1). Within the Andhra Pradesh State :—
 - (a) into the Andhra Bank Ltd., Tirupati, or the State Bank of India or the Reserve Bank of India, Madras ;
 - (b) into the Government Treasuries in the Andhra Pradesh State;
 - (c) where there is no State Bank of India or Treasury, by Money Order to the Registrar ;
- (2) Outside the Andhra Pradesh State :—
 By Money Order.

Payments to the University may also be made by cheques crossed in favour of Sri Venkateswara University, Tirupati but credit shall not be given for the amounts till the cheques are cashed and the amounts are credited to the University account or for larger amounts than what are actually realised.

27. All Money Orders, V.P. and cash received in the University office each day shall be entered in a prescribed form giving details of the date of payment, name and address of payer, the amount received, the purpose of payment and in addition for cash payments the numbers of the receipts issued to the payer also. The form shall be signed by the official receiving the amounts and shall be filed along with the V.P. and Money Order coupons in a special file book.

28. Receipts shall be issued by the University to the payers in respect of all moneys received in cash at the University office, other than those received by V.P. and Money Order. No receipt shall be issued in respect of remittances through the Bank for the Treasury unless one is demanded by the payer. Even then the receipt shall be issued only after receipt of intimation from the concerned Bank or the Accountant-General as the case may be that the amount has been credited to the University. Receipt forms shall be machine-numbered consecutively and bound into books of 100 forms each. On the front page of each book shall be entered the first and the last number of receipts it contains and the entry shall be signed by the Registrar. The Registrar shall keep the books in his personal custody under lock and key, noting their receipt and issue from time to time as required (one book at a time) in a register.

Receipts shall be in duplicate. The first part shall remain in the book and the second part shall be given to the payer.

Before issuing a new book, the Registrar shall satisfy himself that all the forms in the book last used have been properly issued under his signature. Un-numbered and loose receipt forms shall not be kept in the office nor a manuscript receipt issued.

The receipts shall be numbered consecutively for each year.

29. All moneys received in the office in any form shall not be utilised directly for expenditure of any kind on any account but shall be remitted intact into the Bank. All cash receipts including Money Orders and V.P. shall be remitted into the Bank on the next working day.

Remittance to the Bank shall be accompanied by a chalan.

The chalans shall be bound in books of 50 forms each. The Registrar shall keep the books in his personal custody.

The second part of a chalan shall be given to the Bank along with the money. The first part containing the acknowledgment of the Bank, shall remain in the bound book.

- Posting of Receipts.**
30. (i) Receipts of every kind except those received through the Bank or Treasury shall be entered in a form adopted for the purpose and these entries shall be carried over into the respective Cash Books of the several accounts to which they relate under the heading "To Receipts in Cash." After the amounts thus received are remitted into the Bank, the amounts remitted shall be entered in the same Cash Books under the heading "Remitted into the Bank."
- (ii) The amounts received through the Bank shall be entered direct in the register of Receipts and Charges (*i.e.*, the Cash Book).
- (iii) Receipts through the Treasuries shall be posted first in the District Treasuries Book and in the Cash Book of the Fund. These Receipts shall be verified and reconciled with the Accountant-General's statements and when they are received.
- (iv) All Receipts and Charges in respect of the several accounts shall be entered in the posting registers of Receipts and Charges, if any, maintained for the purpose.

31. The Bank shall send every month a statement of
Bank Pass book. accounts in respect of each account maintained by them by about 10th of the month succeeding After the receipt of the statement of accounts, the Registrar shall have the receipt entries therein compared with the entries in the first part of the chalan and satisfy himself that they tally.

32. On the basis of the registers maintained, there shall be
Monthly Statements. prepared in respect of each account, every month an abstract progressive total of

Receipts and Expenditure which will show the Budget figures, the amounts realised or spent, as the case may be, up to the end of the month and the balance remaining to be realised or available for expenditure for the rest of the financial year. These statements will be reported to the Syndicate before the end of the succeeding month or as early as possible thereafter.

- (i) Amounts payable by the University shall ordinarily be disbursed in the following manner :

Supplies: By cheques drawn on the Andhra Bank, Tirupati, or the Reserve Bank of India, Madras, or the State Bank of India, or a Government Treasury in the Andhra Pradesh State, or by Bank drafts or through recognised Banks or by Money Order. The University shall meet the bank commission charges, if any, and Money Order commission.

All other items: By cheques drawn on the Andhra Bank, Tirupati, or the Reserve Bank of India, Madras, or the State Bank of India, or a Government Treasury in the Andhra Pradesh State or by Money Order. The Money Order commission and the Bank commission charges if any, shall be met by the payee.

- (ii) When payments are made, the amounts should be rounded off to the nearest multiple of five paise, portions not below $2\frac{1}{2}$ paise being rounded off to 5 paise and those below that being ignored.

33. Every bill presented for payment shall first be examined before submission to the Registrar by the head of Accounts Section and he shall initial it in token of his having done so. If the claim be admissible, the authority good, and the receipt a legal acquittance, the Registrar shall, after satisfying himself on these points, make an order of payment on the bill. The bill shall then be paid.

34. A claim by an employee of the University or member of a University Authority or Committee or member of any other University body or any other person for money due to him from the University except for articles supplied to the University made after six months of the date on which the payment fell due shall, with the sanction of the Vice-Chancellor, be paid after deducting 5% from the amount of the bills, provided, however, the Syndicate shall have power to waive the deduction.

Note:— In the case of employees of the University, travelling allowance should be claimed not later than three months from the date on which the claim has fallen due. If the claim is received after three months it will be paid with the sanction of the Vice-Chancellor after deducting 15% of the amount due provided, however, the Syndicate shall have power to waive the deduction.

35. All bills on payment shall be stamped "Paid by cheque No.—Cash and date" and signed by the Registrar and shall there after be filed. All bills shall be numbered consecutively for the year in the order of payment and pasted in a bound book, or books with fly-leaves.

36. (i) Salary bills shall be in the form approved by the Vice-Chancellor.
Payment of salaries and maintenance of service registers.

(ii) Salaries fall due on the first day of the month following that for which the salary is paid.

(iii) Income-Tax, subscriptions to Provident Fund Pension-cum-Provident Fund and other dues due to the University shall be deducted for the salaries of employees, before payment is made to them.

(iv) There shall be maintained a service register in which a record of appointments, promotions, leave, suspensions, fines, reduction or enhance-

ment of salaries and office arrangements of not less than a fortnight's duration regarding all University employees other than those of the Last grade services shall be entered.

- (v) The acquittance roll of payments made for salaries of the Superior and the Last grade services shall be kept in the form approved by the Vice-Chancellor.

37. All payments of salaries to University employees and ~~Right to recover excess~~ allowances to these employees and members ~~payments.~~ of the University authorities or committees shall be made subject to the condition that excess payments, if any, shall be recovered from the persons concerned.

38. Security shall be taken from University employees dealing with cash and other valuables for such amounts and of such character as may be determined by the Syndicate.

Security may also at the discretion of the Syndicate be taken from University employees dealing with stores and other valuables including books for such amounts and of such character as may be determined by the Syndicate.

39. A permanent advance shall be made to the Registrar ~~Permanent Advance.~~ of an amount fixed on the supposition that recoupment will be made at least twice a month.

The Registrar shall give an acknowledgement for the advance held by him on the first day of each financial year.

The Syndicate may also grant similar permanent advances to such of the other employees of the University as it may determine.

Every official holding a permanent advance shall, on the 15th April of each year and on each time a transfer of charge is

effected, send to the Registrar an acknowledgement of the advance held by him.

1. Permanent advance on the following scales shall be given.

Registrar: (1) General Account (Ordinary). Rs. 200
 (2) Grants Development and Capital Account. Rs. 100/-

2. Principal: (1) Permanent advance. Rs. 600/-
 (2) Special advance. Rs. 300/-
 (3) (a) Permanent advance for the use of Physical Education Department. Rs. 250/-
 (3) (b) Special advance to meet the contingent expenses of the Department of Physical Education. Rs. 200/-
 (4) Permanent advance for the purchase of fire-wood for the Chemistry Department. Rs. 200/-
 (5) Permanent advance for feeding and maintenance of Animals in the Department of Psychology. Rs. 30/-

3. University Engineer :

(1) General Account (Ordinary). Rs. 750/-
 (2) Permanent advance for the use of Garden Supervisor. Rs. 30/-
 (3) Permanent advance for the use of Technician. Rs. 50/-
 (4) Permanent advance for maintenance of University vehicles. Rs. 150/-

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|--|------------|
| (5) Grants-Development and Capital-
Account. | Rs 500/- |
| (6) Engineering College Account. | Rs. 100/- |
| 4. <i>Director, S.V. University Oriental Research
Institute :</i> | |
| (1) General Account (Ordinary). | Rs. 25 |
| 5. <i>Special Officer, S.V. University College of
Engineering, Tirupati</i> | |
| Permanent Advance. | Rs 1200. - |
| 6. <i>Special Officer, S.V. University Post-Graduate
Centre, Anantapur :</i> | |
| Permanent Advance. | Rs.1000/- |
| 7. <i>University Medical Officer</i> | |
| General Account (Ordinary). | Rs 100/- |
| 8. <i>Manager, S.V. University Press</i> | |
| General Account (Ordinary). | Rs. 100/- |

40. A register of contingent charges shall be maintained.

As moneys are paid due entries shall be made in that register in regard to the date, the number of sub-voucher, the amount and the nature of expenditure in the appropriate columns under the sub-heads of expenditure. These payments shall be submitted each day to the Registrar for approval. When it is necessary to draw money for contingent expenses, and in any case at the end of each month, a red line shall be ruled across the page of the Register, the several columns added up and the totals posted under each head in a contingent bill. The contingent bill will then be placed before the Registrar and when it is passed by him, the amount thereof will be entered in the Cash Book, and drawn from the Bank.

Registers of contingent charges shall also be maintained by the officials holding permanent advances in the manner prescribed above. The contingent bills shall be prepared when

money is required and in any case at the end of each month and forwarded together with the vouchers to the Registrar, who will then pass them and issue cheques for the amount of the bills passed.

All sub-vouchers after check in the Registrar's office, shall be cancelled and filed along with the main voucher in a file book intended for the purpose. These shall be preserved for a period of three years.

The Syndicate, shall, however, have power to grant a special advance to the Principal of the University Colleges to recoup the contingent bills of the officials under his control after check in his office.

Tender shall be called in respect of all purchases and Engineering works where the amount involved is Rs. 2,500 and above. This shall not apply in regard to the purchase of workshop equipment, Engineering machinery, Science equipment, books and journals and electrical equipment; these items may be purchased on obtaining quotations only. A recent price list can be considered to be a quotation.

In respect of the purchase of controlled commodities like steel and cement, it shall not be necessary to call for tenders or quotations.

In the purchase of items like cement sheets and G.I. pipes, the maximum limit for purchasing on quotations shall be Rs. 10,000/-.

Quotations and Tenders shall be invited by the Registrar and such persons authorised by the Vice-Chancellor to do so.

In respect of printing work however such arrangements as the Syndicate deems fit shall be made but before deciding on the appointment of University Printers, the Syndicate may consult the Director of the Andhra Pradesh Government Printing Press as regards rates. It shall be further competent for the Syndicate to appoint more than one firm as University Printers. Ordinarily the term of appointment as University Printers shall not exceed a period of five years at a time.

All tenders shall be sent to the Registrar or any person inviting the tenders in sealed covers in the form and in accordance with the Units of work that may be prescribed.

Tenderers shall agree as a condition of the University dealing with them that it shall be competent for the University to recover all excess payments made to them.

No University employee or a member of a University Authority shall have an interest in any contract made with the University, directly or indirectly in any manner. Employees, violating the law shall forfeit their appointment and shall also be subject to disciplinary and other proceedings.

Successful tenderers shall execute an agreement in a form approved by the Syndicate to carry out the work specified within such time as may be prescribed failing which, the Syndicate, subject to the terms of agreement, shall be at liberty to withhold in part or in whole payment of any amount that may be due to the said tenderer for work executed in part or in whole and to claim such other reliefs as the Syndicate may deem fit. Agreements in respect of works including Engineering works shall be executed by the tenderers at their own cost on a non-judicial stamp paper of the value of Rs. 1—8—0 or of the value required by the law for the time being.

All tender notices in respect of works estimated to cost Rs. 10,000 and above shall ordinarily be published in the daily News papers approved by the Vice-Chancellor for the purpose, ordinarily three weeks before the latest date fixed for the receipt of tenders.

Provided, however, the Vice-Chancellor, may, at his discretion and in view of the urgency of the work, send the tender notice to the local and other approved contractors without publishing it in the News papers.

Other conditions being equal, the lowest tender shall be accepted, but the acceptance or rejection of any tender is left to the absolute discretion of the Syndicate whose decision shall be final and no tenderer shall be entitled to be informed of the

reasons for the rejection of any tender. In all cases in which the lowest tender has not been accepted by the Syndicate, there shall be a specific resolution of the Syndicate to that effect stating the reasons for its decision, which shall be kept confidential.

The Registrar or any other official of the University authorised to invite tenders for works of the University, shall maintain lists of all persons and firms that usually execute such works for the University and shall issue to them such of the tender notices as relate to them in addition to publishing them in the prescribed manner. Any Additions to or deletions from the lists so maintained shall require the previous sanction of the Syndicate.

The sealed covers containing the tenders received in response to the above notice shall be opened by the Registrar or any other person of the University authorised to do so on the day and hour fixed for the purpose and notified to the tenderers in the tender notice itself, in the presence of the tenderers or their authorised agents if they choose to be present on the occasion.

Over-writings, erasures and unauthorised alterations in the rates tendered should be scrupulously guarded against. Any alterations of the rates which found at the time of opening the sealed covers to have been duly attested by the dated initials of the tenderer should be immediately re-attested by the dated initials of the Registrar or any other persons authorised to open the sealed covers.

In cases where tenders are not invited owing to the estimated cost falling below the prescribed figure of Rs. 2,500, the course adopted shall be to call for quotations under orders of the Vice-Chancellor from well-known firms and dealers as found in the list approved for the purpose by the Syndicate and the lowest rates offered shall, as far as possible, be accepted.

In the case of Engineering Works estimates costing less than Rs. 2,500, it shall be competent for the Vice-Chancellor to

dispense with the above procedure and let out works on piece-work agreement without calling for quotations to any contractor actually engaged at the time in the execution of a University work in or nearby at the rates already quoted by him and agreed upon for the other University work, provided the rates paid to the contractor shall not exceed the rates allowed in the sanctioned estimates.

42. The Registrar shall have authority to pay all travelling Travelling allowances. allowances according to the scales and conditions sanctioned below :

Travelling allowances to members of the several University Authorities, viz., Senate, Syndicate, Academic Council, Faculties and Boards of Studies and members of the Selection Committee, committees and commissions approved by the Syndicate who have to travel from their headquarters on University business (including attendance of members of the Senate at the Annual Convocation) Shall be paid at the following rates :

(i) For Railway journey:—

Single first class fare to and fro and a distance allowance of Rs. 5 for every 100 miles or part of 100 miles both ways.

For the purpose of calculating distance allowance, breaks of journeys if any by a member for conduct of University business at an intermediate place between his headquarters and the final destination may not be taken into account.

Whenever concession rates are available for the Railway journeys, members will be paid only the concession rates save in the case of those invited to deliver address at the convocation.

Whenever there is no provision for first class accommodation in any train by which the member has to travel, the member shall be paid first class railway fare for the distance, notwithstanding the fact that the member travels in a lower class or takes another route.

(ii) For all journeys by established steam boat services open to the public:— Single first class passenger fare.

- (iii) For all journeys performed by road, canal, etc., at 4 annas six pies per mile for a distance of 3 miles and above beyond municipal limits, subject to the condition that wherever there is a regular sanctioned bus service route, double the actual bus fare shall be paid. No mileage is admissible for journeys within municipal limits and for less than 3 miles outside municipal limits.
- (iv) (a) Halting allowance of Rs. 10/- per each day necessarily spent at the destination for the conduct of University business. For the purpose of calculation of halting allowance part of a day spent in transacting official business at a regularly constituted meeting will count as full day.
- (b) The rate of halting allowance to the members of the Syndicate for attending *any meetings, including the meetings of the Syndicate*, meetings at Hyderabad, Madras, Bombay, Calcutta, Delhi, Simla and such other costly towns be 50% over the rate normally admissible and at Bombay, Delhi and Calcutta 100% over the rule normally admissible.
- (v) Travelling allowance will be paid only by the shortest route.

It shall be competent for the Syndicate to sanction Travelling allowance for journeys other than by the shortest route in special cases for special reasons to be recorded in writing.

In all questions of doubt, the Registrar shall take the orders of the Vice-Chancellor whose decision shall be final.

- (vi) For purposes of this section, the headquarters shall be the station where a member or person usually resides.

Provided however, that any person who temporarily changes his headquarters with prior intimation to the Registrar shall be granted travelling allowance in respect of journeys on University business only for such part of the distance as may lie within the Andhra Pradesh State. Change of the place of residence for less than one month shall not be recognised for the purpose of this provision.

Provided also that a member of the Senate, Syndicate, or the Academic Council or other authorities of the University who is also a member of the Parliament or Andhra Pradesh Legislature shall while the said body is in session and the member is attending it be paid T.A. from Delhi or Hyderabad and back for attending a meeting of the University Authority concerned on a declaration signed by him that he has come from and is going back to Delhi or Hyderabad to attend the Parliament or the Legislature and that he has not drawn T.A., or that his T.A. is not recoverable from any other source.

It shall, however, be competent for the Syndicate to pay T.A. and halting allowance in excess of the amounts provided for in the above provisions for specific reasons to be recorded in writing.

Note :— Whenever any member of the University Authorities performs a journey by conveyance provided by the University free of cost, he will be entitled to draw only D.A. on the days of journey and halts at the rate admissible.

42-A. Local members of the University Authorities (*i.e.* Sitting allowance. members who are residents of Tirupati, but not employees of the University) shall be paid a sitting allowance of Rs. 10 a day for attending meetings of those bodies.

43. The Registrar shall be authorised to arrange for the Printing charges printing of the University examination question papers; the bills for such printing and stationery shall be confidential and shall be passed for payment by the Vice-Chancellor.

All such bills containing full details of charges shall together with three separate lists of question papers required, set and used at each of the examinations approved by the Syndicate be presented by the printers in triplicate, which shall not contain either the name or the signature of the printer. The blank bills, after having been duly verified and attested by the Vice-Chance-

lor, shall be presented for audit as in the case of other bills for printing charges. The receipts and the approved rates of the printers in this case need not be produced for audit.

44. The remuneration and rates of T.A. to be paid to Examiners shall be fixed by the Syndicate. The Registrar will pass the bills of Examiners in accordance with the rates sanctioned by the Syndicate.

45. The Registrar shall be empowered to incur expenditure for the conduct of the University examinations at rates approved by the Syndicate.

46. The stock verification of the University articles shall be done in such manner as the Syndicate may determine from time to time.

47. All audit notes which contain the objections of a formal nature shall be disposed of by the Registrar.

All audit reports shall be submitted under the direction of the Vice-Chancellor by the Registrar with his remarks and explanations to the Syndicate for action.

The audit notes and further correspondence received from the audit department should be considered each time by the Syndicate before final replies thereto are issued from the University office. All suggestions of the audit department to improve the finances of the University and the system of accounts and any request to obtain the sanction of higher authority to any item of expenditure or to place before the proper authorities any irregularities, unauthorised or excess payments may be placed before that body in such manner as the Vice-Chancellor may direct as early as possible and its orders taken before replies are issued.

CHAPTER XXI.

Travelling and Halting Allowances.

STANDING ORDERS.

(a) *Travelling Allowance to the Vice-Chancellor.*

1. The Vice-chancellor when travelling on University business shall be entitled to travelling and halting allowances at the following rates :-

- (1) If the journey is made by Air—single Air Fare each way. D.A. shall be payable on days of the journey also.
- (2) By Rail—No D.A. during journey period. Fare for Air Conditioned or the highest class available plus fractional fare at 12 pies per mile.
- (3) Road mileage at Rs. 0—12—0 per mile.

This mileage is applicable to all road journeys, including places connected by rail.

- (4) D.A. at Rs. 10—8—0 per day of 24 hours halt.

NOTE: (i) The rate of D.A. prescribed above will be increased by 50% in the case of journeys to and from the towns of Hyderabad, Madras, Simla and other hill stations;

(ii) Whenever the Vice-Chancellor performs journeys by conveyance provided by the University, he will be entitled to draw D.A. on the days of journey and halts at the rate admissible. The rate of D.A. for the journeys to and from Delhi and for the stay at Delhi shall be Rs. 35/- per day.

2. When the Vice-Chancellor is appointed as a Member of a Committee constituted by the Government or invited to any public function whether University business or not in his capacity as Vice-Chancellor, he shall draw the travelling and halting allowances for journeys either from the Government or other bodies paid by them, if any, and when such allowance is less

than that admissible under the above standing orders for a journey or tour, he may claim the difference on a bill from the University.

(b) *Travelling Allowance to University employees.*

1. "Travelling allowance" means an allowance granted to an employee of the University to cover the expenses which he incurs when travelling on University business or in the interests of the University.

NOTE :- It is a fundamental principle that the allowance is not to be a source of profit and no allowances are granted to meet the expenses of the families of the employees accompanying them when travelling on duty.

2. "Pay" for the purpose of calculating the Travelling allowance means the actual pay drawn by an employee of the University in his substantive or officiating post at the time of the journey. It excludes special pay.

3. Travelling allowance for a journey between two stations shall be calculated with reference to the shortest ordinary route or to the route which is declared by the University to be the shortest route for purposes of Travelling allowances. When two or more routes are equally short, the allowance shall be calculated by the cheapest.

If a University employee travels by a route which is not the shortest but is cheaper than the shortest, his Travelling allowance shall be calculated by the route actually used.

In all cases of doubt, the Vice-Chancellor will decide which shall be regarded as the shortest of the two or more routes between any two stations and his decision shall be final.

Wherever concession rates are available for the railway journeys, employees will be paid only the concession rates.

4. Employees of the University who are either Ex-Officio or elected or nominated members of the University Authorities, Committees and Commissions, shall, when attending meetings of such bodies, be governed by the laws framed by the University for the members of such bodies.

5. When an employee, who is on leave, if compulsorily re-called to duty before the expiry of his leave and the leave is thereby curtailed by not less than one month, he is entitled to draw Travelling allowance as for a journey made on University business from the place at which the order of re-call reaches him to the place of his joining duty. If the period by which the leave is curtailed is less than one month, Travelling allowance may be allowed at the discretion of the authority competent to sanction leave.

6. An employee summoned to give evidence of facts which have come to his knowledge in the discharge of his official duties, either,

- (i) in a criminal case, or
- (ii) in a civil case to which the University is a party, or
- (iii) in a departmental enquiry held by a properly constituted authority,

may draw Travelling allowance as for a journey made on University business, attaching to his bill a certificate of attendance given by the Court or authority which summoned him; but he must obtain from the Court any travelling and/or subsistence allowance to which he is entitled by the rules of the Court, and must deduct the amount so received, if any, from the Travelling allowance claimed under this standing order.

7. For journeys by railway, the University employees are entitled to draw railway fares and other allowances at rates as specified in the Annexure.

If a University employee has to travel by a train which does not provide the class of accommodation which is permissible to his class of employees, he may be allowed to claim his travelling allowance to which he will be entitled under these laws notwithstanding the fact that the employee travels in a lower class or takes another route provided the authority sanctioning the Travelling allowance is satisfied that it was necessary in the interests of the University for the employee to travel by that train.

When through booking involves the payment for part of a journey, of rates for accommodation of a class higher than that to which the University employee concerned is entitled, the University employee may draw Travelling allowance based on the higher rates for that part of the journey.

8. A mileage allowance is an allowance calculated on the distance travelled by road or canal which is given to meet the cost of a particular journey at rates given in the Annexure.

Mileage allowance.

9. (a) A daily allowance is a uniform allowance for each day of absence from headquarters which is intended to cover the ordinary daily charges incurred by a University employee in consequence of such absence. The rates of daily allowance admissible to University employees are contained in the Annexure.

Daily allowance.

(b) Daily allowance may be drawn for each calendar day ending at midnight on which a University employee halts during a tour; also for each holiday occurring during a tour.

(c) When a halt immediately follows a journey by rail for which one and half railway fare is claimed, daily allowance may be drawn for each complete period of 24 hours instead of for the calendar day.

(d) In the case of University employees who are allowed to draw only a single fare by rail, daily

allowance may be drawn in addition to the railway fare for the calendar day spent in travelling as well as for the periods of halts and holidays.

- (e) A daily allowance may not be drawn for a continuous halt of more than ten days at any one place. The Vice-Chancellor may grant the allowance at rates not exceeding three-fourths of the ordinary rates for the period in excess of the first ten days upto thirty days, if he is satisfied that the prolonged halt is necessary in the interests of the University.

Whenever any employee of the University performs a journey by conveyance provided by the University free of cost he will be entitled to draw D.A. on the days of journey and halts at the rate admissible.

When a University employee is supplied with means of conveyance without charge and return to his head-quarters on the same day, daily allowance be paid as indicated below :

If the absence from Head-quarters does not exceed six hours.	}	Nil.
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If the absence from Head-quarters exceed six hours but not exceeding 12 hours.	}	Half daily allowance.
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If the absence from Head-quarters exceeds twelve hours.	}	Full daily allowance.
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- (f) Whenever an employee of the University performs a journey by conveyance provided by the University free of cost he will be entitled to draw D.A. on the days of journey and halts at the rate admissible.

10. All T.A. bills for journeys undertaken by the employees of the University on University business with proper sanction shall be countersigned by the officers or heads of offices as noted below :

Parties.	Countersigning Authorities.
1. Registrar and Principal ...	Vice-Chancellor.
2. Registrar's office staff (Superior and Last grade) and Engineer. }	Registrar
3. Staff of the University Colleges : } Principal's office. Librarian and staff of the Librarian. }	Principal
4. Engineering Staff ...	Engineer

Note :- T.A. bills in respect of Journeys made in all cases above the cader of superintendents or equal grade shall be paid only after obtaining the sanction of the Vice-Chancellor.

ANNEXURE.

Class of Employees.	Railway fare etc.	Daily Allowance.	Mileage Allowance.
1	2	3	4
1. Registrar	... At rates admissible to the members of the Syndicate.		
2. University employees whose pay is Rs. 750 and above	... 1 ½ I Class	7-8-0	0-4-6
3. University employees whose pay is Rs. 500 and above but is below Rs. 750	... -do-	6-0-0	0-4-6

1	2	3	4
4. University employees whose pay is Rs. 250 and above but is below Rs. 500	... 1½ I Class	5-4-0	0-4-6
5. University employees whose pay is Rs. 200 and above but is below Rs. 250	... 1½ II Class	3-6-0	0-4-6
6. University employees whose pay is Rs. 125 and above but is below Rs. 200	... -do-	2-7-0	0-4-6
7. University Teachers not coming under above categories	... -do-	2-4-0	0-4-6
8. University employees whose pay is Rs. 80 and above but is below Rs. 125	... 1 ½ III Class	2-0-0	0-3-0
9. University employees whose pay is Rs. 55 and above but is below Rs. 80	... -do-	2-0-0	0-3-0
10. University employees whose pay is Rs. 30 and above but is below Rs. 55	... -do-	2-0-0	0-3-0
11. Employees in Last grade service	... Single III Class	2-0-0	0-2-0

Note:— The rates of daily allowance and mileage in respect of all the above categories will be increased by 50% in the case of journeys to and from the towns of Hyderabad, Madras, Simla, Mysore and other hill stations and by 100% in the case of journeys to and from Bombay, Calcutta and Delhi.

CHAPTER XXII.

Conditions of Service of the Establishments of the University.

1. The Syndicate shall have power subject to such Ordinances as may be made in this behalf, to appoint or dismiss, remove or suspend the servants of the University, fix their emoluments and define their duties and the conditions of their service.
- Act, Sec. 19 d*

ORDINANCES.

2. These Ordinances shall be applicable to all Superior and Last grade establishments of the University not regulated by separate Laws.

DEFINITIONS.

3. (i) (a) *Last grade* service includes all service in the following appointments :—

Senior Peons, Peons, Night Guards, Watchmen, Caretakers, Gardeners, Sweepers, Scavengers, Helpers, Wheel Valve Operater, Junior Operative Man Mazdoor, Assistant Plumber or Fitter, Assistant Pump Driver, Cleaner, Gurkha, Office Boys, Sweeper Boys and holders of such other posts as may be declared as Last Grade Service, and employees on a pay of Rs. 50/- and less per mensem

- (b) All other service is deemed to be "Superior service."

- (ii) *Permanent Post* means a post carrying a definite rate of pay sanctioned without limit of time and included in the cadre of sanctioned posts.
- (iii) *Temporary Post* means a post carrying a definite rate of pay sanctioned for a limited time.
- (iv) *Tenure Post* means a permanent post which an individual employee holds for a limited period.

- (v) *Duty* includes service as a Probationer or Apprentice, provided that such service is followed by confirmation without a break.
- (vi) *Lien* means the title of a University employee to hold substantively, either immediately or on the termination of a period or periods of absence a permanent post including a tenure post to which he has been appointed substantively.
- (vii) *Officiate*:—A University employee officiates in a post when he performs the duties of a post on which another holds a lien. A person may, however, be appointed to officiate in a vacant post on which no other person holds a lien.
- (viii) *Cadre* means the sanctioned strength of a service or of an establishment.
- (ix) *Pay* means the amount drawn monthly by a University employee as the pay which has been sanctioned for the post held by him, substantively or in an officiating capacity and special pay and personal pay, if any.
- (x) *Special Pay* means an addition of the nature of pay to the emoluments of a post or of a University employee granted in consideration of the specially arduous nature of the duties or of a specific addition to the work or responsibility.
- (xi) *Personal Pay* means additional pay granted to a University employee,
 - (a) to save him from a loss of substantive pay in respect of a permanent post due to a revision of pay or to any reduction of such substantive pay otherwise than as a disciplinary measure ;
or
 - (b) in exceptional circumstances, on other personal considerations.

- (xii) *Substantive Pay* means pay, as defined above, other than special pay or personal pay to which a University employee is entitled on account of a post to which he has been appointed substantively.
- (xiii) *Average Pay* means the average monthly pay earned during the twelve months immediately preceding the month in which the event occurs which necessitates the calculation of average pay.

Note :— According to the definition of “Average Pay,” the average is to be taken of the monthly pay earned during the twelve complete months immediately preceding the months in which the leave is taken and for this purpose “the twelve months immediately preceding” shall be interpreted literally.

Thus a University employee who has been on leave from 23rd March, 1953 to 22nd July, 1953 inclusive, is granted leave from 4th February, 1954, his average pay shall be calculated on the pay earned for the periods from 1st February, 1953 to 22nd March, 1953 and from 23rd July, 1953 to 31st January, 1954.

- (xiv) *Presumptive Pay* of a post when used with reference to any particular University employee means the pay to which he would be entitled if he had held the post substantively and had been performing its duties; but it does not include special pay unless the University employee performs or discharges the work or responsibility, in consideration of which the special pay was sanctioned.
- (xv) *Time scale of Pay* means pay which, subject to any conditions prescribed in these and other Laws, rises by periodical increments from a minimum to a maximum.
- (xvi) *Leave Salary* means the monthly amount paid to a University employee on leave.

(xvii) *Leave on Average* (or half or quarter average) *Pay* means leave on leave salary equal to average (or half or quarter average) pay.

(xviii) *Month* means a calendar month. In calculating a period expressed in terms of months and days, completed calendar months, irrespective of the number of days in each, should first be calculated and the odd number of days calculated subsequently.

Note :—(1) In calculating a period of three months and 20 days from 25th January, 1953, 3 months shall be taken as ending on 24th April and the 20 days on 14th May. In the same way, the period from 30th January to 2nd March shall be reckoned as one month and 2 days because one month from 30th January ends on 28th February.

Note :— (2) A period of one month and 29 days commencing from the first January will expire in an ordinary year (in which February is a month of 28 days), on the last day of February, because a period of 29 days cannot obviously mean to exceed a period of full calendar month; and leave for two months from 1st January would end on the last day of February. The same would be the case, if February were a month of 29 days or if the broken period were 28 days (in an ordinary year).

SERVICE OF NOTICE.

4. "Service of Notice" by the University to a University employee shall be deemed to be sufficient if signed by the Registrar and delivered at or sent by Registered Post with acknowledgement due to the address of the employee as recorded in the University. Service of notice by the employee shall be deemed to be adequate if delivered or sent by Registered Post to the Registrar and an acknowledgement is obtained.

CONDUCT AND DISCIPLINE.

5. (a) No University employee shall take part in any act or movement calculated in the judgement of the

Syndicate to bring the University into disrepute. It shall be the duty of every one of the employees to honour the confidence reposed in him by the University and not to divulge any information obtained by him in the course of his official duties to outsiders or to make any use thereof which would be improper.

- (b) No University employee shall indulge in any criticism of the University administration in such manner as savours of defiance and insubordination or causes or is likely to cause embarrassment to the administration.
- (c) No University employee shall associate or take part actively or otherwise in politics. The Syndicate's decision on this aspect of an employee's conduct shall be final.
- (d) Employees shall not submit applications for higher posts in the University or for advance increments or for other kinds of preferment. But they may submit their claims for appointment to higher posts through the officers under whom they work if they have any special representations to make.
- (e) A whole-time University employee may be employed in any manner required by proper authority without claim for additional remuneration; he may not accept while in University service additional employment or any employment with or without emoluments or honorary work without the previous permission of the Syndicate.
- (f) Persons on appointment and employees on transfer to posts dealing with cash, stores and other valuables including books, shall, at the discretion of the Syndicate, furnish security to the University for such amount and of such character as may be determined by the Syndicate. This shall be treated

Security.

as a condition attached to the post and shall not entitle the employee concerned, who fills the post, to claim any additional remuneration or compensation or privilege on this account.

- Stay in quarters.** (g) Unless exempted by the Registrar, University employees shall stay in the quarters provided for them and pay the rent fixed.

APPOINTMENTS AND PAY.

- Syndicate's power.** 6. (i) The power of creating and abolishing appointments, temporary and permanent, in the Superior and Last grade establishments of the University, is vested in the Syndicate.
- (ii) Whenever required, the Registrar may, with the permission of the Vice-Chancellor, engage on such salary and terms, such temporary, acting and additional office establishments as may be required for a period not exceeding three months at a time.
- (iii) Appointments to, promotions in, and imposition of penalties, fines, punishments, withholding of increments, reduction to a lower grade, suspension or dismissal from the Superior establishment shall be made by the Syndicate, on the recommendations of the Vice-Chancellor. For the Last grade establishment, the imposition of fines shall be made by the Registrar, Heads of the Colleges, Director, Oriental Research Institute and the University Engineer and the other penalties by the Vice-Chancellor on the recommendation of the Registrar, in case of dismissals, an appeal shall lie to the Syndicate whose decision shall be final. All cases of dismissals by the Vice-Chancellor shall be reported to the Syndicate. The employees concerned shall be given a fair opportunity to explain before any of the penalties are imposed.

- (iv) **Qualification for service.** The Syndicate may determine from time to time the minimum academic and other qualifications required for appointments in the Superior and Last grade services of the University. Ordinarily no one who is not an eligible S.S L.C. holder or its equivalent shall be entertained in the University Superior services.
- (v) **Age limit.** Appointments to posts in Superior services shall ordinarily be made from amongst candidates whose age does not exceed twentyfive years at the time of first appointment to the University service. The Syndicate, however, shall have power to grant exemptions from the operation of the rule in special cases for special reasons recorded in writing.
- (vi) **Medical Certificate** No person may be appointed to a permanent post without a medical certificate of health from a Gazetted Medical Officer or Honorary Medical Officer of equal standing or a Registered Medical Practitioner.
- (vii) **Lien.** (a) A University employee, when appointed substantively to any permanent post, acquires a lien on that post and ceases to hold any lien previously acquired in any other post.
- (b) A University employee cannot be appointed substantively to a post in which another University employee holds a lien.
- (c) Two or more University employees cannot be appointed substantively to the same permanent post at the same time.
- (viii) **Pay when begins.** (a) A University employee shall not be transferred to a post carrying less pay than the pay of the post on which he holds a lien, except on account of proved in-efficiency or mis-conduct or at his own request.
- (b) A University employee shall begin to draw the pay and allowance attached to his post with effect from the date when he assumes the duties

of the post and shall cease to draw them as soon as he ceases to discharge these duties.

- (c) If a University employee takes charge of a post in the afternoon of a day, he shall for the purpose of calculation of pay and allowances, be regarded as having taken charge of it on the subsequent day.

Pay when additional posts held. (ix) (a) If a University employee is appointed to hold full charge of one or more posts in addition to his own as a temporary measure, the additional pay which may be granted to him shall not exceed one-fifth of his substantive pay in respect of each such additional post held by him in addition to his pay.

- (b) If a University employee is appointed to discharge only the current duties of one or more posts in addition to his own as a temporary measure, the additional pay which may be granted to him, shall not exceed one-tenth of his substantive pay in respect of each additional post held by him in addition to his pay.

Pay in time-scale. (x) The initial pay of a University employee who is appointed to a post on a time-scale of pay shall be regulated as follows:—

- (i) if he holds a temporary/tenure/officiating/permanent post,—

(a) When appointment to the new post involves the assumption of duties or responsibilities of greater importance than those attaching to such former post, he shall be entitled to draw as initial pay, the stage of the time-scale next above his pay in respect of the old post.

(b) When appointment to the new post does not involve assumption of such duties or res-

possibilities, he shall draw as initial pay, the stage of the time-scale which is equal to his substantive pay in respect of his old post, or if there is no such stage, the stage next below that pay plus personal pay equal to the difference and in either case, shall continue to draw that pay until such time as he would have received an increment in the time-scale of the old post or for the period after which an increment is earned in the time-scale of the new post, whichever is less; subject to the proviso, that should the minimum pay of the time-scale of the new post be higher than the substantive pay in respect of the old post, he shall draw that minimum as initial pay.

- (ii) Should the conditions laid down in clause (i) be not fulfilled, he shall draw as initial pay the minimum of the time-scale ;

Provided that both in cases covered by (i) and (ii) should he have previously held substantively a post or officiated in the same post or a permanent or temporary post on the same time-scale, the initial pay shall not be less than the pay other than special pay which he drew on the last occasion, and the period during which he drew that pay on such last and previous occasion shall count for increment.

NOTE :- Should, however, the pay last drawn by the University employee in a temporary post have been inflated by the grant of premature increments, the pay which he would have drawn but for the grant of those increments, shall, unless otherwise ordered by the authority competent to create the new post, be taken for the purpose of this proviso to be the pay which he last drew in the temporary post.

- (iii) It shall be competent for the Syndicate for adequate reasons recorded in writing, to place a University employee at any stage of the time-scale.

- (xi) The pay of a University employee who is appointed to an officiating post, shall be determined by the **Officiating pay**. Syndicate from time to time.
- (xii) The holder of a post, the pay of which has been changed, shall be treated as though he were transferred to a new post on the new pay; provided that he may, at his option, retain his old pay until the date on which he earns his next or any subsequent increment on the old scale, or until he vacates his post or ceases to draw on that time-scale. The option once exercised shall be deemed to be final.
- (xiii) The Syndicate may fix the pay of an officiating University employee at an amount less than that admissible under these Ordinances.
- (a) Subject to the provisions of Ordinance 6 (xi) and (xiii) a University employee who is appointed to officiate in a post will draw the presumptive pay of that post.
- (b) On an enhancement in the substantive pay as a result of increment or otherwise, the pay of such University employee shall be refixed under sub-rule (i) from the date of such enhancement as if he was appointed to officiate in that post on that date, where such refixation is to his advantage

NOTE :- When the increment of a University employee in the post in which he is officiating has been withheld under Ordinance 15 without any reference to the increments that will accrue to him in the post held by him substantively, the provisions contained in clause (ii) of this Ordinance shall not apply before the date from which orders with-holding the increment finally cease to be operative. However the University employee may be allowed during the period of penalty of withholding of increments his substantive pay from time to time if the same happens to be more than the officiating pay. These

provisions shall also apply in respect of a University employee whose pay in the post held by him in an officiating capacity has been withheld at a particular stage of the efficiency bar stage of time scale of that post for failure to pass the prescribed test.

- Pay of temporary posts.**
- (xiv) When a temporary post has been created which may have to be filled by a person not already in service, the pay of the post shall be fixed with reference to the minimum that is necessary to secure the services of a person capable of discharging efficiently the duties of the post.
- (xv) When the temporary post has been created which will probably be filled by a person who is already a University employee, its pay shall be fixed by the Syndicate with due regard to,—
- (a) the character and responsibility of the work to be performed; and
- (b) the existing pay of the University employees of a status sufficient to warrant their selection for the post.
- Absence from duty.**
- (xvi) The absence of a University employee from duty for a period not exceeding two years, whether on leave or on foreign service, or on deputation or for any approved reason and whether his lien in a post is suspended or not, shall not, if he is otherwise fit, render him ineligible on his return,—
- (a) for re-appointment to a substantive or officiating vacancy in the grade or post in which he may be a probationer; or
- (b) for Promotion from a lower to a higher post in the same category; or
- (c) for appointment to any substantive or officiating vacancy in another post for which he may be qualified as the case may be, in the same

manner, as if he had not been absent. He shall be entitled to all the privileges in respect of appointment, seniority, probation and confirmation which he would have enjoyed but for his absence subject to his completing satisfactorily the period of probation, if any, on his return.

- (xvii) After 5 years of continuous absence from duty, either with or without leave, a University employee shall cease to be in the University employ.

Probation.

7. Every appointment to Superior service shall be in the first instance on probation for two years.

Period of probation. After satisfactory completion of the probation, the probationer may be considered by proper authority for confirmation in such manner as may be provided for in the Laws from time to time.

8. Every appointment to the Last grade service shall be, in the first instance on probation for a period of two years or such longer period as the Syndicate may decide.

9. (a) If within the period of probation, a probationer fails to acquire the special qualifications or to pass the special tests if any laid down in the laws or in the order of appointment, or fails to serve the period of probation satisfactorily, the appointing authority may instead of discharging him from service, extend the probation which, in any case shall not exceed two years, extension being granted for one year at a time.

Extension and termination of probation.

- (b) Any delay in the issue of an order discharging a probationer shall not be deemed to be an extension of probation.

(c) Notwithstanding anything contained in this law, the services of a University employee on probation are terminable with one month notice on either side but the University may pay one month salary in lieu of such notice, provided, however, it shall be competent for the appointing authority to terminate for good reasons the services of an employee on probation and discharge him from service without giving notice.

10. (a) At the end of the original or extended period of probation, as the case may be, the appointing authority shall consider the probationer's suitability for full membership of the staff, for which he was selected.

(b) If the appointing authority decides that a probationer is suitable for such membership, it shall, as soon as possible, issue an order declaring the probationer to have satisfactorily completed his probation. On the issue of such order, the probationer shall be deemed to have satisfactorily completed his probation on the date of expiry of the prescribed or extended period of probation as the case may be.

(c) If the appointing authority decides that the probationer is not suitable for such membership, it shall, by order, discharge him. Any delay in the issue of an order discharging a probationer shall not entitle him to claim that he has satisfactorily completed his probation.

11. (a) If a person, having been appointed temporarily to a post, is subsequently appointed to the post, he shall commence his probation from the date of such subsequent appointment or from such earlier date as the appointing authority may determine. But in the absence of any such specific order the probation shall be deemed to commence from the earlier date

Date of commencement of probation of persons first appointed temporarily.

of his temporary appointment, provided the service is continued without a break.

(b) A probationer, in any post, shall be eligible to count for probation his service in any higher post in the same category during the period of probation.

Service in a higher post counting for probation.

12. A probationer may be appointed to officiate in a higher permanent or temporary post and may be granted the emoluments attached to that post.

Probation eligible for higher post.

Nothing contained in this sub-clause shall be constructed as promotion of a probationer in a post to a higher post unless he has satisfactorily completed his probation in the post to which he was appointed.

13. (a) The seniority of an employee in a grade, unless he has been reduced to a lower rank as a punishment, be determined by the date of his first appointment to such grade. If any portion of the service of such person does not count towards probation under these laws, his seniority shall be determined by the date of commencement of his service which counts towards probation.

Seniority.

(b) The appointing authority may, at the time of passing an order appointing two or more persons simultaneously to a grade, fix the order of preference among them; and where such order has been fixed, seniority shall be determined in accordance with it, unless it has been subsequently altered by proper authority for reasons recorded in writing.

(c) When the holder of any post in a grade is reduced to a lower grade, he shall be placed at the top of the latter unless the authority ordering such reduction directs that he shall take rank in such lower grade next below any specified member thereof.

14. (a) No member of the University service shall be eligible for promotion from the post to which he was appointed unless he has satisfactorily completed his probation in that post.

Promotion.

(b) All promotions shall be made on grounds of merit and ability, seniority being considered only where the merit and ability are approximately equal.

15. An increment shall ordinarily be drawn as a matter of course unless it has been withheld. No University employee shall be given his increment unless the head of his office signs a certificate to the effect that the work and conduct of the University employee in question during the period, which counts for increment, have been such as to justify the grant of the increment. An increment may be withheld from a University employee if his conduct has not been good or his work has not been satisfactory.

Increments.

The authority competent to appoint a University employee is empowered to withhold increments from him. In ordering the withholding of an increment, the withholding authority shall state the period for which it has to be withheld and whether the postponement shall have the effect of postponing future increments.

Note :—(1) The order withholding an ordinary increment in a time-scale shall specify the period for which it has to be withheld if the order is to be operative. Should the order not state that the withholding of the increment shall have the effect of postponing future increments, it shall be assumed that the University employee's pay has been restored to what it would have been had his increment not been withheld, from the next natural date from which he would have drawn an increment.

The effect of such an order withholding a particular increment will be that the University employee shall remain on the

same pay without any increment for the period for which that order withholds the increment.

Note :—(2) (a) Where it has been proposed to withhold an increment in a University employee's pay as a punishment, the authority inflicting the punishment, should before the order is actually passed, consider whether it will effect the University employee's pension, if any, and if so, to what extent, and should it be decided finally to withhold the increment, it shall be made clear in the order "that the effect of the punishment on the pension has been considered and that the order is intended to have this effect."

(b) The above Ordinances are not applicable to stoppages at an efficiency bar.

Note :—(3) Should a University employee be suspended for misconduct neither the period of suspension nor any period of service preceding the suspension shall be allowed to count towards the period necessary to earn an increment.

Note :—(4) In cases of suspension on account of imprisonment for debt or for reasons other than misconduct, the period of service preceding the suspension may be allowed to count for increments but not the actual period of suspension.

These Ordinances shall be applicable to all University employees who are not incremental scales of pay whether the increments accrue annually or at other intervals.

16 Service as laid down in the following clauses and in such other manner as the Syndicate may determine from time to time counts for increments in a time-scale

Service counts for increments.

(a) All duty in a post on a time-scale counts for increments in that time-scale.

- (b) Service in another post, whether in a substantive or officiating capacity, service on deputation and leave other than extraordinary leave, count for increments in the time-scale applicable to the post on which the University employee holds a lien, provided that the Syndicate shall have power in any case in which it is satisfied to direct that extraordinary leave shall be counted for increment under this clause.
- (c) Should a University employee while officiating in a post or holding a temporary post on a time-scale of pay, be appointed to officiate in a higher post or to hold a higher temporary post, his officiating or temporary service in the higher post shall, if he is re-appointed to the lower post, count for increment in the time-scale applicable to such lower post.
- (d) All leave other than extraordinary leave, and the period of deputation shall count for increment in the time-scale applicable to a post in which a University employee was officiating at the time he proceeded on leave or deputation and would have continued to officiate but for his proceeding on leave or deputation, provided that the Syndicate shall have power in any case in which it is satisfied to direct that extraordinary leave shall be counted for increment, under this clause.

Note : — 1. A period of overstay of leave does not count for increments.

Note : — 2. Whenever increments are drawn for officiating University employees in respect of the posts in which they officiate, a note should invariably be made in the increment certificate whether there was any period of deputation or leave during the period of approved service for which the increment has been claimed and whether they would have continued to officiate but for their proceeding on leave or deputation.

Note :—3. Officiating service in a lower time-scale will not count for increment in the substantive post on a higher scale without the specific sanction of the Syndicate in each case.

Efficiency bar increments. 17. Where an efficiency bar has been laid down in a time-scale, the increments next above the bar shall not be given to a University employee without the specific sanction of the authority empowered to withhold the increments.

Note :—On each occasion in which a University employee is allowed to pass an efficiency bar which had previously been enforced against him, he should come to the time-scale at such stage as the competent authority may fix for him, subject to the pay admissible according to the length of his service.

Premature grant of an increment. 18. The Syndicate may for adequate reasons recorded grant a premature increment to a University employee on a time-scale of pay.

Merging of personal pay. 19. Except when the authority sanctioning it orders otherwise, personal pay shall be reduced by any amount by which the recipient's pay may be increased, and shall cease as soon as his pay is increased by an amount equal to his personal pay.

Reduction 20. (a) The authority which orders the transfer of a University employee as a penalty from a higher to a lower grade or post, may allow him to draw any pay, not exceeding the maximum of the lower grade or post, which it may think proper.

(b) Should a University employee be, on account of misconduct or inefficiency reduced to a lower grade or post, or to a lower stage on his time-scale, the authority ordering such reduction shall state the period for which it shall be effective and whether,

on restoration, it shall operate to postpone future increments and, if so, to what extent.

Note :- Any competent authority ordering the temporary reduction of a University employee shall expressly state in the order that the period for which the reduction has been ordered will be exclusive of any interval spent on leave before that period has been completed.

- (c) Notwithstanding anything contained in these and in other Laws of the University, no employee who is reverted to a lower post as a measure of punishment shall ordinarily be reappointed or promoted to that post, unless a period of not less than one year or such other shorter period as may have been ordered previously, from the date of his reversion to the lower post has elapsed, exclusive of the period spent on leave during that period.

TERMINATION OF SERVICE.

21. The services of a temporary employee may be terminated without notice.
Temporary service.

22. The services of a permanent employee may be terminated with three months notice or on payment of three months pay in lieu of such notice, on either side. But the University shall give the employee a fair chance to explain himself and his conduct before giving effect to its orders. It shall, however, be competent for the Syndicate to terminate his services for good reasons with shorter notice.
Permanent employee.

RELIEF FROM SERVICE.

23. Notwithstanding anything contained in the above Laws, the Syndicate may relieve an employee from his duties without demanding notice.

DISMISSAL AND SUSPENSION-PAY.

- 24.** (i) The pay and allowances of a University employee who has been dismissed or removed from service shall cease from the date of such dismissal or removal.
- (ii) A University employee under suspension, may be granted subject to the sanction of the Syndicate, a subsistence grant at such rates as the suspending authority may direct, but not exceeding one-fourth of the pay of the suspended University employee and Dearness allowance and also other compensatory allowances at the rates admissible on the actual subsistence grant.
- (iii) When the suspension of a University employee has been held to have been unjustifiable or not wholly justifiable, or when a University employee who has been dismissed or removed or suspended has been reinstated the Syndicate may grant him for the period of his absence from duty, (a) should he be honourably acquitted the full pay to which he would have been entitled if he had not been dismissed or removed or suspended, and, by an order to be separately recorded, any allowance of which he was in receipt prior to his dismissal or removal or suspension; or (b) if found guilty or if his conduct was not wholly justifiable, such proportion of such pay and allowances as the Syndicate may fix.
- (iv) In cases falling under sub-clause (a) above the period of absence from duty shall be treated as a period spent on duty and in cases falling under sub-clause (b) above it will not be treated as a period spent on duty unless the Syndicate so directs.

Note :- 1. A University employee who has been committed to prison either for debt or on criminal charge shall be considered as under suspension from the date of his

arrest, and therefore, entitled only to a subsistence grant at the discretion of the Syndicate until the termination of the proceedings against him, when, should he be not dismissed, an adjustment of his pay and allowances shall be made according to the conditions and terms prescribed, the full amount being given only in the event of the University employee being considered to be acquitted of blame or if the imprisonment was for debt, of its being proved that the University employee's liability arose from circumstances beyond his control.

Note :- 2. The amount of subsistence grant, if any, already drawn shall be deducted from the pay and allowances or proportion of them which may be granted to him.

Note :- 3. The grant of pay and allowances or a proportion of them does not cancel any officiating arrangements that may have been in force while the University employee was under suspension or dismissal.

Note :- 4. In deciding whether any pay and allowances should be granted to a University employee in temporary service, the period for which the temporary post has been sanctioned shall be taken into consideration.

25. Leave may not be granted to University employees under suspension.

CONSEQUENCES OF RESIGNATION.

26. A member of the University service shall, if he resigns his appointment, forfeit not only the service rendered by him in the particular post held by him at the time of resignation but all his previous service under the University. A person who has once tendered his resignation is not entitled to withdraw it unless permitted to do so for satisfactory reasons by the Syndicate.

27. The reappointment of such person to any post shall be treated as a fresh appointment to such post by direct recruitment and all laws governing such appointment shall equally apply; and on such reappointment, he shall not be entitled to count any portion of his previous service for any benefit or concession admissible under any law or order, unless the appointing authority orders otherwise at the time of appointment, subject to the approval of the Syndicate.

RELINQUISHMENT OF RIGHTS BY EMPLOYEES.

28. Any employee may in writing relinquish any right or privilege to which he may be entitled under these laws; and nothing contained in these laws shall be deemed to require the recognition of any right or privilege to the extent to which it has been so relinquished.

RETIREMENT AND EXTENSION.

29. The date of compulsory retirement of a University employee shall be the date on which he attains the age of 55 years. He shall not ordinarily be retained in service after that age, except on public grounds with the sanction of the Syndicate, but he must not be retained after the age of 60 years except in very special circumstances.

Note:— This ordinance does not apply to University employees in Last grade service.

LEAVE.

30. Leave is earned by duty only.

31. Leave cannot be claimed as of right. When exigencies of University service so require, discretion to refuse or revoke leave of any description is reserved to the authority empowered to grant it.

32. The Vice-Chancellor, or in his absence the Registrar shall have authority to grant leave of absence to all members of the establishment according to these laws and to make necessary leave arrangements if required, subject to sanction.

Provided however, that the Registrar, the Heads of the Colleges, Director, Oriental Research Institute and the University Engineer shall have power to grant leave for all Non teaching Staff upto to the cadre of Selection Grade Superintendents or equal grade for a period not exceeding two months at a time.

33. Leave ordinarily shall begin on the day on which transfer of charge has been effected and end on the day preceding that on which charge has been resumed.

34. When the day immediately preceding the day on which the leave begins or immediately following the day on which the leave expires is a holiday or one of a series of holidays the University employee may leave his station at the close of the day before or return to it on the day following such holiday or series of holidays.

35. A University employee on leave may not take service or accept any employment without obtaining the previous sanction of the Syndicate. This law does not however apply to casual literary work or service as examiner or similar employment, provided the matter has been submitted to the Vice-Chancellor sufficiently early before its occurrence and his written permission obtained.

RECALL TO DUTY WHILE ON LEAVE

36. All orders recalling a University employee to duty before the expiry of the leave taken by him shall state whether the return to duty is optional or compulsory. If it is compulsory, the University employee shall be entitled to Travelling allowance to Tirupati at such rates admissible to him under the laws of the University but will get only leave salary upto the date he joins his post. If the return to duty is optional, he shall be entitled to no Travelling allowance.

MEDICAL LEAVE

37. A University employee who has been granted leave on medical certificate may be asked to produce a certificate of

physical fitness before he returns to duty, by the head of the office where he joins duty. A similar certificate may be required in the case so any University employee who has been granted leave for reasons of health, even though such leave was not actually granted on a medical certificate.

38. When leave applied for is on medical certificate, the certificate, shall be from a Gazetted Medical Officer or a Honorary Medical Officer of equal standing or a Registered Medical Practitioner; the University employee, may, however, be asked to appear before the District Medical Officer on requisition at his cost for examination and report.

ABSENCE WITHOUT LEAVE.

39. A University employee who remains absent after the expiry of his leave shall not be entitled to leave salary during the period of such absence, and that period shall be debited against his leave account as though it were leave on half average pay, if eligible or on loss of pay unless his leave is extended by the authority competent to sanction the leave.

40. Wilful absence from duty after the expiry of leave may be treated as misconduct, and involves forfeiture of appointment and disciplinary action.

CASUAL LEAVE

41. Casual leave may be granted up to a limit of fifteen days to Superior services and ten days to Last grade services in a calendar year; but absence on casual leave shall be treated as duty for the purpose of calculation of other kinds of leave. A single period of absence on casual leave shall not exceed seven working days in the case of Superior services and three working days in the case of Last grade services; casual leave may be combined with Sundays and other authorised holidays provided that the resulting period of absence at any one time from duty does not exceed ten days in the case of Superior services and five days in the case of Last grade services.

42. The Registrar shall have power to grant casual leave to members of his staff. In respect of Superior and Last grade establishments in the colleges and departments, this power may be exercised by the Principal of the University colleges and for those in the University Library by the Librarian.

SPECIAL CASUAL LEAVE.

43. Special casual leave (quarantine leave) not counting against ordinary casual leave may be granted to a University employee when he is directed by the head of the office to absent himself from duty owing to infectious disease in his house, for such period as may be recommended by the Health Department of the locality. This leave shall be treated as on duty for the purpose of calculation of other kinds of leave.

(Note:- When the University employee himself catches the infection, regular leave eligible under the laws of the University must be taken for the period of absence.)

SPECIAL DISABILITY LEAVE.

43-A An employee disabled by injury suffered while performing official duties may be granted, special disability leave, upto a period of one month, if he is not eligible for any other leave.

44. A leave account in the prescribed form shall be maintained by the Registrar in his office for each University employee in terms of all leave granted other than casual leave.

(A) *Permanent University employees in Superior service.*

EARNED LEAVE

45. A permanent University employee in Superior service shall earn leave at the rate of one-eleventh of the period spent on duty, provided that he shall cease to earn leave while he has to his credit such leave amounting to 180 days.

Rate of quantum of leave.

Provided that where earned leave exceeding a period of 120 days is granted, the entire leave period of such leave shall be spent outside India, Burma, Ceylon, Nepal and Pakistan.

UNEARNED LEAVE.

46. (a) Leave on private affairs may be granted to permanent University employee in Superior service for six months in all and upto a maximum of three months at any one time.

Leave on private affairs.

(b) Leave on private affairs may be combined with earned leave but the total amount of leave so combined, admissible at any one time, shall be limited to six months.

47. (a) Leave on medical certificate may be granted to a permanent University employee in Superior service for one year in all. Such leave shall be given only on production of a medical certificate and for a period not exceeding the amount of leave recommended in the certificate.

Leave on medical certificate.

(b) When the period of one year prescribed in sub-clause (a) above has been exhausted, further leave on medical certificate for a period not exceeding six months in all, may be granted in exceptional cases.

48. Extraordinary leave may be granted to a permanent University employee in Superior service in special circumstances :—

Extraordinary leave.

(i) When no other leave is admissible under these Ordinances, or

(ii) When other leave being admissible, the University employee concerned applies in writing for the grant of extraordinary leave.

48. (a) An employee appointed on contract in the Superior service, will earn leave at the rate of 1/22 of the

period spent on duty provided he shall cease to earn leave while he has to his credit such leave up to a maximum of 60 days.

(B) *Permanent University employees in Last grade service.*

49. A permanent University employee in Last grade service shall earn leave at the rate of one-twenty second of the period spent on duty, provided that he shall cease to earn leave while he has to his credit such leave amounting to fifty days

Earned leave.

50. (i) *Leave on Medical Certificate* :- A permanent University employee in Last grade service may be granted leave on medical certificate for six months in all.

Unearned leave.

(ii) Extraordinary leave may be granted to a University employee in Last grade service on the same terms as for a permanent University employee in Superior service.

Extraordinary leave.

(C) *Non-permanent University employees in Superior or Last grade service.*

51. A non-permanent University employees :

A non-permanent University employee either in Superior or Last grade service, earns leave at the rate of 1/22 of the period spent on duty, provided that he shall cease to earn leave while he has to his credit such leave amounting to 30 days.

52. A non-permanent University employee in Superior service may also be granted :-

- (i) leave on medical certificate up to a limit of two months at any one time, provided that he has served for not less than two years; and
- (ii) extraordinary leave upto a limit of two months at any one time.

53. If an interruption of duty for causes other than leave occurs in the service of a non-permanent University employee, the earned leave to his credit shall lapse.

54. The grant of leave to a non-permanent University employee shall be subject to the condition that, but for the grant of the leave, he would have continued to hold a post in the University service until the expiry of the leave.

55. If a non-permanent University employee is substantively appointed to a permanent post, his leave account shall :—

- (i) be credited with the amount of earned leave which would have been admissible to him if he had been a permanent University employee in respect of his previous duty prior to confirmation un-interrupted otherwise than by leave which he has taken;
- (ii) be debited with the amount of all unearned leave taken by him prior to the date of his substantive appointment.

(D) *Leave salary.*

56. A University employee in Superior service :—

- (a) While on earned leave, shall be entitled to leave salary equal to his pay;
- (b) While on leave on private affairs or on leave on medical certificate, shall be entitled to leave salary equal to one-half of his average pay;
- (c) While on extraordinary leave, shall not be entitled to any leave salary

57. A University employee in Last grade service :—

- (i) While on earned leave shall be entitled to leave salary equal to his average pay, if no substitute is appointed. But if a substitute is appointed he shall

ordinarily be paid one-half of his average pay; but it may be increased to $\frac{2}{3}$ of his average pay at the discretion of the authority granting him leave;

- (ii) While on leave on medical certificate shall be entitled to leave salary equal to one-half of his average pay;
- (iii) While on extraordinary leave shall not be entitled to any leave salary.

58. Subject to the provisions contained in laws 45-57 supra the following shall apply to vacation departments only —

- (i) Vacation counts as duty.
- (ii) Should a University employee, in Superior service be in a vacation department his earned leave shall, for each year of duty in which he has availed himself of the vacation, be reduced by 30 days. Should a part only of the vacation has been taken in any year, the period to be deducted will be a fraction of 30 days equal to the proportion which the part of the vacation taken bears to the full period of the vacation.

Note :- A person serving in a vacation department shall be considered to have availed himself of the vacation or a portion of the vacation unless he has been required by general or special order of an official specially authorised on this behalf by the Syndicate, to forego such vacation or portion of the vacation; provided that if he enjoys not more than 15 days of the vacation he shall be considered to have availed himself of no portion of it.

- (iii) Earned leave may be combined with vacation but the combined period of such leave and vacation shall not exceed the limit up to which leave may be accumulated by the University employee concerned under Ordinances 45 and 49.

Note :- A University employee will be considered to combine vacation with leave when such leave immediately precedes or follows the vacation.

- (iv) In the case of a University employee in Last grade service, his earned leave shall be reduced by 15 days of each year of duty in which the University employee has availed himself of the vacation. Should a part only of the vacation has been taken in any year, the period by which the earned leave shall be reduced shall be a fraction of 15 days equal to the proportion which the part of the vacation taken bears to the full period of the vacation.

59. Joining Time may be granted to University Servant to enable him—

- (a) to join a new post to which he is appointed while on duty in his old posts ; or
- (b) to join a new post—
- (i) on return from leave on average pay of not more than four months' duration ; or
- (ii) when he has had not sufficient notice of his appointment to the new post, or return from leave other than that specified in sub-clause (i).

SUBSIDIARY RULES.

1. Not more than one day is allowed to an University employee in order to join a new post when the appointment to such post does not necessarily involve a change of residence from the station to another.

- (a) A holiday or Sunday counts as a day for the purpose of this rule. No joining time is admissible in cases where the change of post does not involve an actual change of office.
- (b) When holiday (s) follow (s) joining time, the normal joining time may be deemed to have been extended to cover such holiday (s).

2. In cases involving a change of station, the joining time allowed to an University employee is subject to a maximum of 30 days. Six days are allowed for preparation and in addition a period to cover the actual journey calculated as follows :-

(a) An University employee is allowed :-

		Kilometers.	
By Railway	... 500		}
By Motor Vehicle or Horse drawn conveyance	... 150		
In any other way	... 25		
			or any longer time actually occupied in the journey.

- (b) For any fractional portion of any distance prescribed in clause (a) (ii) an extra day is allowed.
- (c) Travel by road not exceeding 8 kilometers to or from a railway station at the beginning or end of a journey does not count for joining time.
- (d) A Sunday does not count as a day for the purpose of calculation in this rule, but Sundays are included in the maximum period of 30 days.

3. By whatever route the University employee actually travels, his joining time shall, unless the Vice-Chancellor for special reasons otherwise orders, be calculated by the route which travellers ordinarily use.

Note :- In cases when the old head quarters and new head quarters are connected by rail, the joining time shall be calculated as admissible for a journey by rail.

4. If an University employee is authorised to make over charge of post elsewhere than at its head-quarters his joining time shall be calculated from the place at which he makes over charge.

5. (i) Within the maximum of 30 days, the Vice-Chancellor may extend the joining time admissible by rule.

CHAPTER XXIII

Pension, Provident Fund and Insurance and Invalid Gratuity and Pension.

CONTENTS.

A. Provident Fund—	Laws 4 to 26.
B. Pension-cum-Provident Fund—	Laws 27 to 35.
C. Insurance—	Laws 36 to 48.
D. General Provident Fund—	Laws 49 to 53.
E. Invalid Gratuity and Pension—	Laws 54 to 59.

1. Where any pension, insurance or provident fund has been constituted by the University for the benefit of its officers, teachers or servants, the State Government may declare that the provisions of the Provident Funds Act, 1925 (Central Act XIX of 1925), shall apply to such fund as if it were a Government Provident fund.

*Institution of.
Act, Sec. 37.*

2. The Senate shall have power to make Statutes subject to the provisions of the Act, and such Statutes may provide for the institution of a pension or provident fund for the benefit of the teachers of the University or its servants.

Act, Sec. 42 (i)

STATUTES.

General.

3 (a) All University employees who are allowed by these Laws a choice between the Provident Fund and the Pension-cum-Provident Fund, must intimate the Registrar of the University in writing of their choice between the two within one month from the date of their joining duty in the University and such choice shall be final and effective for the rest of their service in the University.

*Choice by the
subscriber.*

Provided, however, the Syndicate may at any time allow a subscriber to change the option from P.F. to P.C.P.F. or *vice versa* as the case may be in the case of extension of services.

(b) All employees who at the time of appointment in the University:—

(1) are 35 years of age and below shall be subscribers to the Pension-cum-Provident Fund,

(2) are above 35 years of age, shall make a choice between the Pension-cum-Provident Fund and the Provident Fund and the choice so made shall be final, and

(3) are 40 years and below, shall insure their lives in accordance with the laws prescribed hereinafter.

Interpretation. (c) The power of interpreting the Laws as contained in this Chapter and of deciding cases of dispute or doubt is vested in the Syndicate and its decision shall be final and binding.

Disciplinary action. (d) Subscribers failing to comply with any or all of these Laws as contained in this Chapter, shall be liable to such disciplinary action as the Syndicate may decide to take.

A. PROVIDENT FUND.

Fund. 4. The Fund shall be entitled "Sri Venkateswara University Provident Fund." It is established for the benefit of all permanent and full-time employees of the University paid from University Funds.

Definitions. 5. (i) In these Laws, unless there is anything repugnant to the subject or context:—

(a) "Fund" means the Provident Fund established and maintained under these Laws.

(b) "Pay" includes pay, (substantive or officiating or special or personal pay) allowances (technical or personal or special) and leave salary.

(c) "Subscriber" means a person eligible to subscribe to the Fund under Law 3 and subscribing thereto.

(d) "Subscription" means the sum paid to the Fund by a subscriber under Law 8.

(e) "Contribution" means the sum paid to the Fund by the University under Law 9.

(ii) Save as otherwise provided, the family of a subscriber shall mean his wife and children, adopted or natural.

6. Subject to the provisions of Law 8, subscription to the Fund shall be compulsory for all full-time employees in Superior service of the University holding a permanent post in a substantive capacity.

Subscriber.

7. The Fund shall be made up of (a) subscriptions, (b) contributions and (c) interest on the subscriptions and contributions. The corpus and all moneys of the Fund shall be invested in such manner as the Syndicate may direct from time to time.

Investments of Funds.

The interest received by the University on the sums so invested shall be added to the amounts standing to the credit of the Fund.

8. Subject to the provisions of clause (2) of this Law:—

(1) (a) Every subscriber shall subscribe monthly to the Fund an amount calculated at the rate of 8½ percent of his pay or leave salary, *i.e.* 8 (eight) paise per rupee.

Rate of subscription.

(b) A subscriber may, at his option, not subscribe during leave other than on full pay. He shall intimate his election not to subscribe during the leave by a written communication to the

Registrar through the head of his office ; and if he is an officer who draws his own pay-bills, by making no deduction on account of subscription in his first pay bill drawn after proceeding on leave. The option of a subscriber intimated under this clause shall be final. Failure to make due and timely intimation, shall be deemed to constitute an election to subscribe.

(c) A subscriber may, at his discretion, pay during the period of his leave without pay, either the subscription or both subscription and an amount equal to contribution to his account on the pay last drawn by him in the post held by him substantively.

(2) A person employed on probation may elect to subscribe to the Fund during the period of probation.

(3) The subscription of each subscriber shall be deducted month by month from his pay and credited to his account. It shall be considered as paid to the Fund on the first day of the month following that in respect of which the pay is due.

**Recovery of
subscription.**

9. (1) The University shall contribute monthly to the account of each subscriber an amount equal to that subscribed by him in accordance with Law 8, and such contribution shall be considered as paid to the Fund on the day on which the subscription is deemed as paid to the Fund.

Rate of contribution.

(2) No contribution shall be payable to a subscriber when he is on leave without pay.

10. (a) The account of every subscriber shall show :—
Accounts.

(1) the amount of his subscriptions with interest thereon ;

(2) the amount of the contributions with interest thereon ;

- (3) forfeiture if any, under Laws 12, 13, 14 and 19; and
- (4) moneys, if any, debited against such account.

Rounding of fractions. (b) In calculating the amount of subscription or contribution or interest under any of the Laws in this Chapter, a fraction of a rupee should be taken at the next higher whole rupee if it is 50 (fifty) paise or above and should be ignored if it is less.

11. Interest on subscriptions and contributions :—

- Rate of Interest.**
- (1) Compound interest at 4 percent, or such higher rate per annum as may be decided upon from time to time by the Syndicate shall be allowed on the subscriptions and contributions less the amount of advance, if any, remaining unpaid.
 - (2) In the event of resignation or retirement of a subscriber, interest shall be calculated up to the date of his resignation or retirement. If a subscriber proceeding on leave preparatory to retirement desires to close his Provident Fund Account, interest shall be payable only upto the date of application for such closing of account.
 - (3) In the event of the death of a subscriber, interest shall be calculated up to the date of payment to the nominees or legal heirs of the deceased, provided, however, no interest shall be paid for any period exceeding six months from the date of his death.

Right regarding subscription. 12. In the event of a subscriber ceasing to be in the employ of the University or of his death, the Syndicate shall, subject to any deductions to be made on account of all sums due from him to the University or the Fund, pay to the person entitled thereto, the amount of subscription and the interest thereon standing to his credit on the date of his ceasing to be in such employ or his death together with, in the case of

death, interest for such further period as may be allowed under law 11 above.

13. The University shall be entitled to recover as a first charge from the amount for the time being at the credit of any subscriber out of the contribution made by the University and the interest thereon, a sum equal to the amount of any claim that the University has on the subscriber or any loss or damage at any time sustained by the University through the act of the subscriber.

Right regarding contribution and interest and forfeiture thereunder.

14. Right in respect of contributions and the interest thereon:-

- (1) A subscriber shall not be entitled to receive the contributions and the interest thereon:-
 - (a) if he is appointed on probation and his services are terminated during the period of probation; or
 - (b) if he is dismissed from the University service.
- (2) The contribution and the interest thereon shall be payable in full in the following cases :-
 - (a) if a subscriber leaves the service of the University after completing 5 years service in the University;

or
 - (b) if he retires on account of certified incapacity, such incapacity having arisen from causes beyond his control;

or
 - (c) if his services are terminated as the result of a reduction in the establishment of the University or of abolition of his post;

or
 - (d) if he dies;

or

- (e) on retirement at the age of super-annuation of 55* years, provided that the service is not less than five years on the date of such super-annuation.
- (3) Except in cases covered by sub-clauses (2) (b) to (e) of this Law and unless the Syndicate grants for specially recorded reasons, the contributions and interest thereon in full to a subscriber who was confirmed and whose service to the University is three years or more but less than 5 years, his share of the contribution shall be calculated according to the following table :—

On the completion of 3, years service $\frac{3}{5}$ ths
 4 years service $\frac{4}{5}$ ths

The amount payable under this law shall be subject to any deduction to be made on account of all sums due by the subscriber to the University or the Fund.

- (4) For the purpose of this law :—
- (a) "Service" includes time spent on duty, and on leave with leave salary;
- (b) Service shall be deemed to commence from the date of his admission to the Fund.

15. Subject to the provisions contained in Laws 12, 13 and 14, a subscriber shall be entitled, upon **Eligibility to the Fund.** quitting the service of the University, to draw out and receive the whole amount standing to his credit in the Fund.

* the age of superannuation in the case of the teachers of the University shall ordinarily be 60.

16 Each subscriber shall, on admission to the Fund, indicate the nominee or nominees to whom the amount due to him should be paid in the event of his death and shall fill in, sign and deliver the "Forms of declaration" as required. He shall be at liberty to deliver revised declarations, from time to time. These declarations shall be kept in the personal custody of the Registrar. An acknowledgement shall be sent for every declaration received and when a revised declaration is delivered, the previous declaration shall be cancelled and returned to the subscriber by the Registrar along with the acknowledgement for the revised declaration. The person or persons appearing in the latest declaration shall be recognised by the Fund and the acquittance of such person or such persons shall be a complete discharge of all liabilities in respect of the Fund. A Register shall be maintained in which the names of all the nominees shall be entered. The declarations mentioning the nominees in question are of the nature of bills and they are exempt from stamp duty.

17. A subscriber may nominate a person or any number of persons as his nominee or nominees, and if he nominates more than one person, he must enter in the Form of declaration, the proportion in which the amount payable shall be distributed among them.

18. (1) The Syndicate shall have the right to refuse to accept nomination of any person without assigning any reason for such refusal and the subscriber shall thereupon register some other person approved by the Syndicate. A subscriber shall ordinarily nominate his wife or his children, natural or adopted.

(2) The University will not be bound by, and will not recognize any assignment or encumbrance executed or attempted to be created without the knowledge and specific approval of the Syndicate which affects the disposal of the amount standing to the credit of a subscriber who dies before retirement.

- (3) If no valid nomination subsists in respect of any part or the whole of the amount, that part or the whole of the amount as the case may be, shall be paid to his legal heirs.

19. The subscriptions and interest thereon of a subscriber are not liable to forfeiture on dismissal or on conviction by a criminal Court, except for an offence for which the penalty of forfeiture of the offender's property is ordered by a competent Court of Law.

Non-forfeiture of subscription.

20. When a subscriber proceeds on leave preparatory to retirement, his Provident Fund Account may, on application made in writing by him, be closed at any time between the date of commencement of such leave and the date of retirement.

Closing of Fund.

21. (1) The Syndicate may, at its discretion, grant to a subscriber an advance of a sum to the extent of half of the subscriptions and interest thereon standing to his credit at the time of making such an advance or to the extent of three months' pay whichever is less for any of the following purposes, and no advance shall, except for special reasons, be granted until twelve months have elapsed after the final repayment of all the previous advances, together with interest thereon :—

- (a) to pay for passage by land or water or air of himself or any member or members of his family for any necessary purpose;
- (b) to pay the expenses incurred in connection with the illness of himself or a member or members of his family;
- (c) to pay the expenses in connection with marriages, funerals or ceremonies, which by the religion of the subscriber, it is incumbent upon

him to perform in connection with which it is obligatory that expenditure should be incurred;

- (d) for such other purposes as the Syndicate may consider reasonable.
- (2) An advance shall (unless the subscriber makes earlier repayment of the sum) be recovered in 24 monthly equal instalments consecutively deducted from the subscriber's pay commencing from the first payment of a full month's pay after the advance is granted.
- (3) For the purpose of this Law, the family of a subscriber shall mean his wife, his natural or adopted children, his parents, sisters (unmarried) or minor brothers wholly dependent on him.
- (4) On all such advances, interest shall be charged and collected at a uniform rate of one-fifth percent of the principal for each month during the period between the withdrawal and complete re-payment of the principal. This amount under interest shall be recovered along with the 24th monthly instalment if the subscriber is agreeable to such recovery and if not, it shall be recovered as a 25th instalment from the pay of the subscriber in the month succeeding it.
- (5) No recovery of advance will be made from the subscriber while on leave on other than full pay, if the subscriber so desires and intimates his desire in writing to the Registrar in time which shall be final. Failure to make due and timely intimation, shall be deemed to constitute an election to pay the loan.
- (6) (a) Sanction a non-recoverable advance of 25 percent of the amount standing to the credit of the subscriber under the subscription account for purposes of acquiring immovable property like house site, building etc., once in his her service time.

- (b) Also sanction the final withdrawal of 80% of the amount standing to the credit of a subscriber at his subscription account, 5 years before his/her retirement.

22. (1) The account of every subscriber shall be made up yearly to the 31st March.

Provident Fund account.

- (2) Each subscriber shall, at the close of every year, be furnished with a statement of his account showing the amount of his subscriptions and interest thereon, the amount of the contributions and interest thereon standing to his credit and the amount of advance outstanding, if any.
- (3) The University shall deposit each year in the Fund an amount to be fixed by the Syndicate with reference to the charges to be met by the University in payment of liability to the Fund.
- (4) The following account books shall be maintained in the prescribed forms.
- (i) Provident Fund Ledger.
 - (ii) Register of Subscribers.
 - (iii) Cash Book.
 - (iv) Abstract of Provident Fund Institution.
 - (v) Register of Temporary withdrawals.
 - (vi) Investment Register.
 - (vii) Register of Nominees of the Subscribers.
- (5) (a) All interest earned on investments in a year over and above that which is payable to the subscribers for the year, shall, together with the contribution forfeited, if any, under Laws 13 and 14 and discounts on investments, if any, and other miscellaneous receipts, be credited to the head "Miscellaneous Receipts" in the same account.

- (b) If, in a particular year, the interest earned on investments, is less than the amount payable to subscribers, the difference together with premia on investments, if any, shall be debited to this head "Miscellaneous Receipts."
- (c) In case the difference referred to in sub-clause (b) above, is not covered by the balance under this head, the excess shall be adjusted from the funds of the University to the extent necessary.

23. The Syndicate may, from time to time, issue general or special instructions as may be necessary consistent with the laws for the time being in force as to:—

Management.

- (a) the conduct of the business of the Fund;
- (b) any matter relating to the Fund, or its management or the investment of sums to the credit of the Fund or the privileges of the subscribers not herein expressly provided for or vary or cancel any laws made or directions given.

24. When the account of a subscriber is closed, an interim payment of 90% of the amount payable to him under these laws both under subscription and contribution may be made with the sanction of the Vice-Chancellor and the payment of the balance shall be made after obtaining audit certificate.

Audit.

25. The power of amending, or adding to or repealing these laws of any of them shall vest in Alternations in the laws. Senate. The subscribers in service on the introduction of such changes, shall, however, have the option to remain under the laws in force prior to the introduction of such changes.

26. Save as otherwise provided for in Law 25, these laws and any amendments and additions thereto shall be binding on every subscriber and every person deriving title from him.

Laws binding on subscribers.

(B) *Pension-cum-Provident Fund (Statutes).*

27. The following laws shall be applicable to those University employees who come under or elect to come under the Pension-cum-Provident Fund.

Institution of pension.

28. (i) The maximum pension shall be one-fourth of the average emoluments as defined in the Andhra Pradesh Pension Code from time to time. All other rules, service conditions etc., in Andhra Pradesh Pension Code will also apply to the University employees to the extent where they are not otherwise specified in these rules.

Rate of pension.

(ii) The pension payable shall be got certified by the University Auditors before sanction.

29. The amount of pension shall, ordinarily be regulated as follows :-

After a service of not less than fifteen years, a pension not exceeding the following amounts—

Years of completed service	Scale of pension
15	15/one hundred and twentieths of average emoluments.
16	16/ -do-
17	17/ -do-
18	18/ -do-
19	19/ -do-
20	20/ -do-
21	21/ -do-
22	22/ -do-
23	23/ -do-
24	24/ -do-
25 and above	30/ -do-

Explanation :- Service does not qualify unless the Officer holds a substantive office on a permanent establishment on the date of his retirement. Temporary Officiating or emergency service, i.e., service not rendered in a regular capacity under University, followed without interruption by confirmation in the same or another post, shall count in full as qualifying service except in respect of :

- (i) Periods of temporary or officiating service in non-pensionable establishment ;
- (ii) Periods of service in work-charged establishment; and
- (iii) Periods of service paid from contingencies.

Note :- Any fraction of a rupee in the amount of pension shall be rounded off to the next higher rupee.

30. Every subscriber shall subscribe monthly to the Fund an amount calculated at the rate of 8-1/3 percent of his pay, or leave salary *i.e.*, 8 paise per rupee.

31. A subscriber may, at his option, not subscribe during leave other than on full pay. He shall intimate his election not to subscribe during leave by written communication to the Registrar through the head of his office before he proceeds on leave. The option of a subscriber intimated under this clause shall be final. Failure to make due and timely intimation shall be deemed to constitute an election to continue to subscribe.

32. A person employed on probation may elect to subscribe to the Fund during the period of probation.

33. The University shall contribute to the account of each subscriber an amount calculated at the rate of *five paise* in the rupee of the actual pay or leave salary drawn by him.

34. The amount of contribution payable by the University shall be calculated after the end of each year and credited to the subscriber's account,

35. All other matters relating to the Fund including recovery of subscriptions, interest on subscriptions and contributions, right regarding contributions and forfeiture of contributions, grant of advances to subscribers from out of the subscriptions standing to their credit in the Fund, nominations made by subscribers, etc., shall be governed by the laws applicable to the Provident Fund in this Chapter.

35-A. Family Pensions of University Employees :—

- I. The Syndicate may sanction family pensions for ten years to the nominees or legal heirs of the University employees appointed regularly to posts in Superior (Teaching and Non-teaching) and Last grade services from the day following the date of their death while in service, at the rates shown in the following table, subject to the following conditions :—

For service of years inclusive of the periods of leave with allowances.	Family pension admissible at the rate of pay to which the employee is eligible at the time of death.
1 to 10	10/120
11	11/120
12	12/120
13	13/120
14	14/120
15	15/120
16	16/120
17	17/120
18	18/120
19	19/120
20	20/120
21	21/120
22	22/120
23	23/120
24	24/120
25	25/120
26	26/120
27	27/120

28	28/120
29	29/120
30	30/120

Note :- 1. Nominee or legal heir for the purpose of this scheme shall include legal wife/husband and minor sons and daughters in his/her absence under a guardian appointed or authorised by a Court of Law, subject to relaxation of this restriction by the Syndicate in deserving cases.

(a) The family pension admissible shall be subject to a minimum of Rs. 15/- and a maximum of Rs. 100/- p.m.

(b) Nominee or legal heir for the purpose of this scheme shall include legal wife/husband and in her/his absence, minor sons and daughters (natural and/or validly adopted) under a guardian appointed by a Court of Law, subject to relaxation of this restriction by the Syndicate in deserving cases.

(c) This scheme shall not apply to work-charged establishments and menials paid from contingencies purely on a temporary basis provided however that such temporary service shall count for the purpose of computation of the period required for calculation of family pension as above when an employee in these categories is promoted to Superior service in continuation of such service.

II. In the case of death of pensioners coming under the purview of Statutes 27 to 35 relating to Pension-cum-Provident Fund of Chapter XXIII, it is also proposed to continue to pay a reasonable proportion not exceeding $\frac{3}{4}$ th of the pension admissible under the rules to the nominees or legal heirs as defined in Note (1) of the above rule for a period upto ten years from the date of retirement of the employees

subject to a minimum of Rs. 15/- and a maximum of Rs. 150/-.

Note :- Any fraction of a rupee in the amount of Family Pension shall be rounded off to the next higher rupee.

(C) *Insurance—(Ordinances).*

36. All University employees who are 40 years of age and below at time of appointment, shall insure their lives with Postal life insurance or private life insurance companies or under such group insurance as may be arranged by the University. The sum insured for shall not be less than the following :—

	Sum insured to be not less than
	Rs.
(i) if his pay is less than Rs. 45 p.m. ...	500
(ii) if his pay is Rs. 45 and above but does not exceed Rs. 100 p.m. ...	1,000
(iii) if his pay exceeds Rs. 100 but does not exceed Rs. 200 p.m. ...	1,500
(iv) if his pay exceeds Rs. 200 but does not exceed Rs. 300 p.m. ...	2,000
(v) if his pay exceed Rs. 300 p.m. ...	3,000

This shall not, however, apply to a University employee who is rejected for insurance as a bad life by insurance companies.

37. The policy taken under these laws shall be a whole-life policy with limited payments or an endowment policy for limited periods, provided that the amount of insurance is payable only on or after the date of his attaining superannuation or at his death, whichever is earlier.

38. Provided that a University employee who proves to the satisfaction of the Registrar that he has already taken out an insurance policy for the minimum amount specified above on his life and that it is unencumbered and is continuing in force, the

Syndicate shall have the power to exempt him from the operation of the above compulsory insurance. The Registrar shall, if necessary, satisfy himself by reference to the insurance company, where possible, that no prior assignment of the policy or encumbrance of any kind exists.

39. Provided further that an insurance policy already taken out by a University employee which will become payable while he is in service, may, however, be accepted as sufficient for the purpose of this law, provided that the University employee concerned gives an undertaking in writing that he will, on the maturity of the said policy, draw the full amount due to him from the insurance company, and remit it to the credit of his Contributory Provident Fund in the University. This amount will carry interest as in the case of subscriptions to the Fund from the date of payment to the University Funds.

40. Such compulsory insurance shall be taken by a University employee within six months of his coming under these laws; and in the case of a University employee who is promoted from one grade to another, he shall take such additional insurance policy for such additional amount as may be necessary for his higher emoluments within six months of such substantive promotion.

41. All insurance policies shall be delivered in original to the Registrar through the head of his office for safe custody.

42. A policy taken under these laws may be assigned to any member of the subscriber's family approved by the Registrar but not to any one else as a gift or for value received or for other causes.

43. The policy shall not be allowed to lapse or be forfeited by non-payment of any premium due and the policy shall be kept alive; and evidence of its being kept alive and unencumbered shall be produced to the satisfaction of the Registrar. Stamped receipts in original granted by the insurance companies for the premia paid by the subscriber (policy holder) from time

to time shall be delivered to the Registrar immediately after they fell due to the subscriber and received by him.

44. In the event of the University arranging the scheme of group insurance, the premium due to the company or companies, under such scheme from the members of the Fund on their policies, shall be deducted from their monthly salaries and remitted to the insurance company or companies.

45. On all such policies, it is not open to the subscriber (the policy holder) to draw any bonus, (and if he has to withdraw, he should credit it to his Provident Fund Account) to pledge or mortgage or take a loan on it from the concerned insurance company or alienate or create any other interest to any others in any other manner without the specific previous sanction and permission of the Syndicate thereto.

46. The University will not make any payments on behalf of the subscribers to insurance companies or take steps to keep a policy alive except as provided in Law 44.

47. For purposes of payments of premia towards an insurance policy of a subscriber, temporary withdrawals, may, at the discretion of the Vice-Chancellor, be allowed for special reasons from the Provident Fund amount out of the subscription of the University employee concerned.

Provided that no amount may be allowed to be withdrawn before the details of the proposed insurance policy have been submitted and accepted as suitable.

Provided further that no amount may be withdrawn to meet any payments in respect of a policy which is due for payment in whole or part before the subscriber's age of normal superannuation.

48. A subscriber shall be liable to refund all amounts withdrawn towards the payment of insurance premium together with interest thereon calculated at the rate of 5% per annum within

three months from the date of such advance; and the amounts so recovered from the emoluments of the subscriber shall be placed to the credit of the subscriber in the Fund.

(D) General Provident Fund (Statutes).

49. A fund entitled "Sri Venkateswara University General Provident Fund" shall be constituted for the benefit of all officers, teachers and other employees of the University.

50. The Subscription to this Fund is voluntary and the University shall not make any contribution.

No University contribution.

The subscriber may discontinue subscribing or vary the rate of subscription to the fund at his choice as from 1st of April of a year.

51. Every subscriber desirous of making a subscription to this fund, shall subscribe monthly a sum calculated at a rate of higher than 8-1/3% but not exceeding 15-5/8% of his pay or leave salary. The rate of subscription shall be either 9-3/8 or 12-1/2 or 15-5/8 per cent of his pay at the option of the subscriber.

*Note :—*Subscribers, coming under A-Provident Fund or B-Pension-cum-Provident Fund above, may pay subscription to this Fund only upto the extent of the difference over and above the minimum of 8-1/3% which they would have paid already and of the rate of subscription which they select, viz., 9-3/8% or 12-1/2% or 15-11/8% subject to the maximum of 15-5/8% of their pay or leave salary.

52. Any change in the rate of subscription shall take effect only from 1st April of each year, and it shall be uniform for the whole year, provided the Registrar has been notified of the change in due time.

53. The General Provident Fund money is returnable only on the subscriber ceasing to be in the employ of the University or on his death whichever is earlier.

54. All other matters relating to the Fund, shall be governed by other laws in this Chapter in so far as they are applicable except that the interest to be credited annually shall be determined by the Syndicate.

Changes in Laws.

Provided also that the condition stipulated in Statute 21 (1) for grant of advances from P.F. and P.C.P.F. need not be insisted upon in granting advances from G.P.F. as the subscription to this Fund is voluntary.

(E) *Invalid Gratuity and Pension.*

(Ordinances).

55. In the case of Last grade services, payment of pensions and gratuities shall be regulated by the following laws :—

Last grade services.

(a) *Invalid Gratuity :—*

After a service of :

- | | |
|--|---|
| (i) Less than 5 years. | Nil |
| (ii) Not less than 5 years but less than 16 years. | A gratuity of one month pay for every year of completed service. |
| (iii) Not less than 16 years but less than 25 years. | A gratuity of 1½ month's pay for every year of completed service. |

Note :— Pay includes personal allowances, if any, which shall be taken into account when calculating gratuity.

CHAPTER XXIV

Fees — (Ordinances).

1. Fees payable to the University are classified under the following heads:—

- (a) Matriculation fee.
- (b) Examination fee.
- (c) Fee for supplying marks.
- (d) Fee for recognition of change of name.
- (e) Fee for issue of migration certificate.
- (f) Fee for recognition of examinations of other Universities and of S.S.L.C. examinations or the European High School examinations conducted by bodies outside the jurisdiction of this University.
- (g) Fee for supply of an extract from the register of candidates for an examination or the register of Matriculates or of an application form for an examination.
- (h) Fee for scrutiny of S.S.L. Certificates.
- (i) Fee for combination of attendances.
- (j) Fee for issue of a certified Extract from the Eligible list to eligible S.S.L.C. holders of the University.
- (k) Fee for exemption from the production of attendance certificates.
- (l) Fee for the issue of a provisional (Pass or Degree) certificate.
- (m) Fee for the issue of a Pass Certificate.
- (n) Fee for the issue of a duplicate pass certificates.

- (o) Fees for taking degrees and diplomas at a convocation.
- (p) Penal fee for non-appearance at convocation.
- (q) Fees payable to the University colleges:—
1. Fee for registration of an application for admission.
 2. Admission fee.
 3. Tuition fee.
 4. Fees for residence.
 5. Athletic and Games fee.
 6. Reading Room fee.
 7. Library fee.
 8. Extra-curricular activities fee.
 9. Laboratory fee.
 10. Caution fee.
 11. Stationery fee.
 12. Medical Inspection fee.
 13. The University Colleges magazine and chronicle fee.
 14. Fee for the Hand Book.

2. Every candidate applying for registration as a Matriculate of the University shall pay a fee of Rs. 6/- on receipt of which his name will be registered as a Matriculate of the University.

3. Candidates for examination shall pay the following fees:—

Examination.	Fee.
	Rs. Ps.
<i>X Class standard Matriculation.</i>	26-50
<i>Matriculation Examination.</i>	24-00
<i>Pre-University Examination :</i>	
<i>Whole Examination.</i>	38-00

	Rs. Ps.
Part I	22-00
Part I (a)	14-00
Part I (b)	14-00
Part II	18-00
Part II (a) Human Achievement.	8-00
(b) Group Subjects.	15-00

Note :- In the case of candidates with Science subjects and House hold Arts a fee of Rs. 3 for each of these subjects shall be charged in addition to the Examination fee.

Pre-Professional Examination in Veterinary Science and Agriculture :

	Rs. Ps.
Whole Examination	36-00
Part I only	25-00
Part II only	15-00
Each subject under Part I	7-00
Each subject under Part II	4-00

Provided, however, that the fee for the subjects; Botany and Zoology under Part I shall be Rs. 4 each.

First M.B.B.S. Degree Examination Part I -

(New Regulations).

	Rs. Ps.
Whole Examination.	40-00
English only	10-00
Physics only	15-00
Chemistry only	15-00
Botany only	10-00
Zoology only	10-00

B.E. I Degree Examination - (New Regulations).

Whole Examination	40-00
Each Subject in Theory	5-00
Each Subject in Practicals	5-00

Intermediate Examination :

	Rs. Ps.
Whole Examination	36-00
Part I only	17-00
Part II only	15-00
Part III only	26-00

Provided that no candidate shall pay more than Rs. 36/- at a time whatever be the number of parts in which he appears.

Note:- In the case of candidates with science subjects an additional fee of Rs. 3/- for each science subject shall be charged.

Rs. Ps.

B.A. (Pass) Degree Examination :

Whole Examination	55-00
Part I only	25-00
Part II only	15-00
Part III only	30-00

B.A. (Hons.) Degree Examination :

Part I (Whole)	20-00
English (each Paper) or French or German	15-00
Final Examination	70-00

B.Sc. (Pass) Degree Examination :

Part I	15-00
Part II Main subject and two subsidiary subjects	55-00
„ Main subject	30-00
„ Two subsidiary subjects	30-00
„ Each subsidiary subject	20-00

B.Sc. (Hons.) Degree Examination :

Part I (Whole)	20-00
English (each paper) or French or German	15-00
Part II (Whole)	70-00
Part II (a) Two subsidiary subjects	30-00
Part II (b) Main subject	45-00
Each subsidiary subject	20-00

<i>B.Com. (Pass) Degree Examination :</i>	Rs. Ps.
Whole Examination	60-00
Parts I and II	20-00
Part I only	15-00
Part II only	15-00
Part III - Group A	20-00
Part III - Group B	20-00

Three Year Degree Examinations : (Old Regulations) :

(i) Part I Whole Examination	37-00
Part I (A) English only	22-00
Part I (B) Another language	17-00
Part I (C) General education	11-00
(ii) Part II Whole Examination	58-00
(iii) Three Year Part II B.A./B.Sc. (Special)	
(a) Group 'A' Main Subject	33-00
(b) Group 'B' Two additional subjects	33-00
(c) Group 'B' one additional subject	17-00
(iv) Three Year Degree Part II-B.A./B.Sc. (general) - Each optional subject	22-00
(v) Three Year Degree Part II-B.Com. Each Group	33-00

*Two Year Degree Candidates appearing under
Three Year Degree (Old Regulations) :*

i) B.A. Degree :	
(a) Part I	28-00
(b) Part II	17-00
(c) Part III	33-00
ii) B.Sc. Degree :	
(a) Part I	17-00
(b) Part II Whole Examination	61-00
(c) Part II Main	33-00
(d) Part II Two Subsidiaries	33-00
(e) Part II Each Subsidiary	22-00

iii) B.Com. Degree :	Rs. Ps.
(a) Part I	17-00
(b) Part II	17-00
(c) Part I & II	22-00
(d) Part III Each Group	22-00

Three Year Degree Courses (New Regulations) :

1. <i>First Year</i> B.A./B.Sc./B.Com. Whole Examination	Rs. P. 31-50
2. <i>First Year</i> B.A./B.Sc./B.Com. Each paper	9-00
3. <i>Second Year</i> B.A./B.Com. Whole Examination	37-00
4. <i>Second Year</i> B.Sc. Whole Examination	42-00
5. <i>Second Year</i> B.A./B.Sc./B.Com. Each Paper (either theory or Practical)	9-00
6. <i>Second Year</i> B.A./B.Sc./B.Com. Special paper	9-00
7. <i>Third Year</i> B.A./B.Com. Whole Examination	42-00
8. <i>Third Year</i> B.A./B.Com. Each Paper	9-00
9. <i>Third Year</i> B.Sc. Whole Examination	52-50
10. <i>Third Year</i> B.A./B.Com. Each paper (either theory or practical)	9-00
11. <i>Third Year</i> B.A./B.Com. Special paper	9-00
12. <i>Third Year</i> B.A./B.Com. Special paper & practical	18-00

*Re-Organised Three Year Degree Examination fee of
B.A./B.Sc./B.Com. Degree :*

Part I :	Rs. Ps.
Whole Examination	32-00
Part-I (A) only	22-00
Part-I (B) only	17-00
 Part II :	
B.A. (General) and B.Com.	
Whole Examination	60-00
B.A. (General)	
Each optional subject	22-00
B.Com.	
Each group (either group 'A', 'B' or 'C')	22-00
B.Sc. (General)	
Whole Examination	65-00
B.Sc. (General)	
Each optional subject	25-00
B.Sc. (Special) Home Science :	
Group 'A' Subsidiary Subjects:	
Whole Examination	40-00
Each Subject (including practical)	10-00
Group 'B' Main Subject:	
Whole Examination	35-00
Each Subject	9-00
 <i>B.A. Degree in Sanskrit Sastras</i>	
Whole Examination	60-00
Each group (either Group 'A' or 'B')	32-00
 <i>Oriental & Fine Arts</i>	
O.T. Preliminary	26-00
O.T. Each Paper	7-00
O.T. Final	31-50
O.T. Each Paper	8-00

Subject to the condition that the fee for any number of papers should not exceed the fee payable for whole examination.

Sangeetha Visaradha, Natya Visaradha & Mridanga Visaradha titles examinations:

	Rs. Ps.
Part I	
Whole Examination	21-00
Part I (A) or Part (B) each	14-00
Part II	37-00

Sangeetha Praveena Title Examination :

Whole Examination.	79-00
Part - I (Theory).	44-00
Part - II (Practical).	44-00

B. Mus. Degree Examination :

Whole Examination	37-00
Part I (A) Only	17-00
Part I (B) Only	17-00
Part I (C) Only	11-00
Part II of the B.Mus Degree	58-00

B.Ed Degree Examination :

Whole Examination	37-00
Part I (Theory only)	28-00
Part II (Practical)	17-00

B.E. Degree Examination :

B.E. Part I	42-00
B.E. Part II	42-00
Each subject	6-00
B.E. II (new regulations)	42-00
B.E. III (new regulations)	47-00
B.E IV (new regulations)	47-00
B.E V (new regulations)	47-00
Each subject in Theory	6-00
Each subject in Practicals under	6-00
B.E I/II, II/III, III/III	

*M.B.B.S. Degree Examination :**First M.B.B.S. Examinations :*

	Rs. Ps.
Part I Chemistry Physics	21-00
Each subject (Anatomy or Physiology)	33-00
Ist M.B.B.S. Part I	42-00
Ist M.B.B.S. (English or Botany or Zoology)	11-00
Ist M.B.B.S. (Physics or Chemistry)	17-00
Ist M.B.B.S. Part II	21-00
Ist M.B.B.S. Part III	58-00

Second M.B.B.S. Examination :

Whole Examination	63-00
Part I only (Pharmacology)	28-00
Part II Whole examination	44 00
Each subject under Part II separately :	
(i) Forensic Medicine and Toxicology	22-00
(ii) Pathology and Bacteriology	22-00

Final M.B.B.S. Examination :

Whole Examination	84-00
Part I only Whole examination	39-00
Each Subject under Part I separately :	
(i) Preventive and Social Medicine	28-00
(ii) Ophthalmology and E.N.T. Diseases	22-00
Part II only Whole examination	66-00
Each subject under Part II	
Medicine or Surgery	28-00
Obstetrics and Gynaecology	22-00
M.D., M.S. and M.Sc.	262-50
Resubmission of Thesis for M.Sc. Degree	84-00

Diploma Courses :

D.O., D.L.O., D.G.O.; D.C.P., D.C.H. etc.	131-50
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B.G.L./B.L. Degree Examination :

First Year B.G.L. Degree :		Rs. Ps.
Whole examinations (including for Marks)		50+2-50
For each Division	-do-	30+2-50
Second Year B.G.L. Degree :		
Whole examinations	-do-	50+2-50
For each Division	-do-	30+2-50
B.L. Degree :		
Whole examinations	-do-	70+2-50
For each Divisions	-do-	40+2-50

B.V.Sc. Degree Examination :

Preliminary Examination	25-00
Second Year	30-00
Third Year	30-00
Final Examination	50-00
Subsequent appearances :	
For each subject in the Preliminary, Second and Third year Examinations	15-00
For each subject in the Final Examination	20-00

B.V.Sc. (New Regulations) Degree Examination.

I B.V.Sc.	35-00
II B.V.Sc.	45-00
III B.V.Sc.	45-00
IV B.V.Sc.	70-00
For each subject in the I, II and III B.V.Sc. Examination	15-00
For each subject in the IV B.V.Sc.	20-00

B.Sc. (Agriculture) Degree Examination : (INTEGRATED)

First Examination :	
Whole Examination	40-00
One subject (English or Physics or Chemistry or Botany or Zoology)	10-00

of this University proposing to take up courses of other Universities.

6. A fee of Rs. 2-50 shall be charged whenever an extract of an application form for any of the University examinations or from the register of candidates for an examination or from the register of Matriculates is furnished.

7. A fee of Rs. 11/- shall be charged for each application for recognition of an examination of another University and of the S.S.L.C. examination or European High School Examination conducted by bodies outside the jurisdiction of this University.

Date of Birth Certificate

Rs. 2-50

The fee is Rs. 25/-, if the date of birth in the original S.S.L.C. Register of the candidate is corrected and altered by a competent authority (Director of Public Instruction) and Rs. 100/- if there is production of declaration by the candidate as to his correct date of birth from a competent civil court of Justice of rank not below that of a District Munsiff in the University area of affiliation.

A candidate applying for admission to the Matriculation Examination for the first time shall furnish as his date of birth the date as entered in his S.S.L.C. or T.S.L.C. Register.

Candidates for whom S.S.L.C. Register has not been maintained, the date as entered in the school register at the time when he last studied in the highest class of the secondary department shall be furnished.

A candidate permitted to apply for admission to the Matriculation examination without having studied in any recognised institution shall at the time of the first appearance for the Matriculation Examination furnish the exact date of birth.

A candidate applying to be matriculated without appearing for the Matriculation Examination of the University, shall furnish the date of birth as given in his S.S.L.C. Register or as registered by the authority which conducted examination which

in his case has been considered equivalent to the Matriculation Examination of the Sri Venkateswara University.

Candidates who apply for Post-Pre-University Examinations after passing an Examination recognised as equivalent to the Pre-University or a corresponding examination of the Sri Venkateswara University, shall be called upon to furnish the date of birth as given by them to the body conducting that examination at the time they applied for admission to the examination.

An entry once made shall not be altered so far as University purposes are concerned and will have to be repeated at subsequent examinations.

Subject to the proviso that the date of birth of a candidate shall be corrected in the University Records, if the date of birth in his S.S.L.C. has been corrected and duly attested by a competent authority on payment of the prescribed fee or Rs. 25/-.

A fee of Rs. 100/- shall be charged for any alteration in the date of birth as entered in the University Records. Any such alteration shall be made only once in each case and no further change shall be permissible. Such alteration shall be made on the production by the applicant of a declaration as to his correct date of birth from a competent Civil Court of Justice of a rank not below that of a District Munsiff, in the University area of affiliation.

Each case will be disposed of according to the Ordinances in force on the date of the receipt of the application with all the necessary particulars regarding register numbers, year and centre where he previously appeared for the University Examination for the first and the last time and Original decree copy together with a chalan for Rs. 27/- or 29/- as the case may be towards the costs if awarded in the decree.

8. (a) For supplying marks to a candidate obtained at any examination other than the B.A. and B.Com. Degree examinations (for each appearance)	Rs. Ps. 2-00
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	Rs.Ps.
(b) For supplying marks to a candidate obtained at the B.A. and B.Com. Degree Examinations for each part.	2-00
(c) For supplying marks to a candidate obtained at the Intermediate Examination for each Part passed separately.	2-00
(d) For supplying detailed marks to a candidate obtained at Examinations for the details of each subject comprising a minimum (additional fee).	1-50
Total Marks Statement	2-50
Detailed Marks Statement	4-00
8-A (a) (i) For supplying grades to a candidate at Matriculation or Pre-University Examination for each appearance.	2-00
(ii) -do- For supplying grades paper-wise in each Part (for each appearance).	1-50 (extra)
(b) (i) For supplying Grades (division-wise) to a candidate at B.A. or B.Sc. or B.Com. or B.Ed. or M.Sc. Degree Examination for each part of the appearance.	2-00
(ii) -do- For supplying grades paper-wise in each Part (for each appearance).	1-50 (extra)
(c) (i) For supplying total grades to a candidate at M.A. (Part I or Part II) or M.Ed. Part I Examination (for each appearance).	2-00
(ii) -do- For supplying grades paper-wise in each Part (for each appearance).	1-50 (extra)

- (d) For supplying grades to a candidate at M.B.B.S. or B.V.Sc., or B.E. Degree Examination for each appearance. Rs. 3-50 nP.

9. A fee of Rs. 6/- shall be charged for scrutiny of the S.S.L.C., H.S. and M.P.S.L.C. of a candidate declared eligible by the Andhra or Madras or Annamalai University provided that the Examination passed by the candidate is the same or similar to that conducted by the Secretary, S.S.L.C and H.S. and M.P.S.L.C. Board, Andhra Pradesh State.

Note :— Scrutiny fees once paid shall in no case be refunded.

10. A fee of Rs. 6/- shall be charged for supplying a certified extract from the eligible list to eligible S.S.L.C. holders of the University.

11. A fee of Rs. 6/- shall be charged for the grant of combination of attendances earned by a candidate in two Colleges in the University area.

12. Fees shall be charged as follows for each application for exemption from (1) the production of attendance certificates and (2) condonation of shortage in attendance.

(1) *Exemptions* :

Fees -	Rs. P.
Grant of Exemption from undergoing Physical Education classes.	6-00
Exemption from passing subjects (for each subject).	6-00
Fees - Grant of Exemption from undergoing compulsory N.C.C. Training.	6-00
Fee for granting exemption from minimum age prescribed for admission into P.U.C. and one Year of the Three Year Degree Course.	11-00
Exemption from attendance. (a) College students and private candidates for change of subjects	Rs. 28/-.

(b) Private candidates (exemption for whole examination) Rs. 75/-.

Note :— In the case of (b) above, applications received after the prescribed dates will be accepted on payment of the penal fees at the following rates :—

(i) For March/April Examinations :

Rs. 5/- from applications received during 2nd to 11th September.

Rs. 10/-/12th to 30th September.

Rs. 35/-/1st to 31st October.

(ii) For September/October Examinations :

Rs. 5/- from applications received during 2nd to 11th March.

Rs. 10/-/12th to 31st March.

Rs. 35/-/1st to 30th April.

(2) Condonation of shortage in attendance Rs 11/-.

13. (i) A fee of Rs. 4/- shall be charged for issuing a provisional certificate to a successful candidate at a Degree Examination of the University before the certificate. Degree is conferred or before a certificate is ordinarily issued.

(ii) The fee for issuing duplicates of the above shall be Rs. 2-50 for each.

14. (a) A fee of Rs. 4/- and Rs. 6/- shall be charged for issuing a Matriculation or Pre-University or Pre-Professional pass certificate issued on applications received before and after the prescribed dates respectively.

Note :— Applications for Pass Certificates without penalty should reach the Registrar on or before 1st October and 1st February succeeding respectively the March and September Examinations of each year.

(b) Additional fees at the following rates shall also be levied for applications received :—

- (i) after two years from the date of appearing for the examination concerned Rs. 4/-.
- (ii) after five years from the date of appearing for the examination concerned Rs. 11/-.

15. A fee of Rs. 11/- shall be charged for issuing a duplicate of a pass certificate.

16. Duplicate of Diploma shall not be issued; but a candidate may, on production of satisfactory evidence that the original diploma issued to him has been destroyed or irrecoverably lost and on payment of Rs. 11/- be provided with a certificate specifying the Degree in which he may have been admitted.

Certificate for having attended the Convocation instead of Duplicate Degree Certificate Rs. 11/-.

17. (a) A fee of Rs. 6/- shall be charged for each application for taking degree in person at a Convocation.

(b) A fee of Rs. 17/- shall be charged for each application for taking degrees *in-absentia*.

(c) A fee of Rs. 28/- shall be charged for each application for issuing diplomas in advance of convocation.

(d) Additional fees at the following rates shall be levied for each of the applications received :
For attendance at Convocation.

- (i) after one year from the date of appearing for the examination concerned ... Rs. 4/-
- (ii) after five years from the date of appearing for the examination concerned ... Rs. 11/-

- (iii) In case of Diplomas awarded under (c) above, an additional fee of Rs. 10/- shall be charged for each Convocation at which the candidate could have taken the Degree.

18. Any person, who having sent in his name to the Registrar as required in the prescribed form as a candidate for a Degree at a Convocation, in person, fails to appear in person thereat, shall, when he next applies for his Degree be charge an additional penal fee of Rs. 11/- in addition to those contained in Law 17 above.

19. Tuition fee and other fees in the University Colleges :

		Rs.	
(a)	Fee for registration of application	...	5/-
(a-1)	Fee for registration of application for the University College of Engineering	...	6/-
(b)	Fee for admission to University Colleges	...	5/-
		In one instalment	In two instalments
		Rs.	Rs.
(c)	Tuition fees for Honour courses per term	...	80/- 41/-
(ii)	Tuition fees for pass courses per term	...	62/- 32/-
(iii)	Tuition fees for M.A. Hons. and M.Sc. (one year courses) and M.A. and M.Sc. (two year courses) per term	...	80/- 41/-
(iv)	Tuition fee for the B.E. Degree Course	...	100/- 51/-

	In one instal- ment Rs.	In two instal- ment Rs.
(v) Research Degrees :		
1. Registration fee for M.Phil. and Ph.D. ...	50/-	
2. Tuition fees for M.Phil. and Ph.D. per term ...	40/-	21/-
3. Laboratory fees (for Science students) per term ...	15/-	
(vi) Post-Graduate Medical Deg- rees and Diplomas :		
Registration Fee (Common to Degree and Diploma Courses)...	50/-	
Tuition Fees :		
M.D., M.S. and M.Sc. Deg- fees	100/-	

Note :- It shall be competent for the Vice-Chancellor to sanction the levy of tuition fee at such concession rates as may be provided for under Sec. 92 of the Andhra Educational Rules for the time being in force.

- (d) The fees for residence shall be those prescribed by the Syndicate from time to time.
- (e) The stationery fee shall be Rs. 2/- and the Athletic fee shall be Rs. 3/- per term which shall be paid with the tuition fee for each term.
- (f) The reading room fee shall be Rs. 3/- per term which shall be paid with the tuition fee for each term.

- (g) The Library fee shall be Rs. 2/- per term which shall be paid with the tuition fee for each term.
- (h) The extra-curricular activities fee shall be Rs. 1-8-0 per term which shall be paid with the tuition fee for each term.
- (i) 1. The Laboratory fee, in the case of the main subject Rs. 15/- for each term, in the case of a subject of the general standard Rs. 10/- for each term, in the case of subsidiaries for each subject Rs. 5/- for each term, shall be paid with the tuition fee for each term.

2. The laboratory fee in the case of Engineering College students shall be as follows :

New Regulations :

	Rs.
B.E. I, B.E. II	... 20
B.E. III, B.E. IV and B.E. V	... 30

Old Regulations :

F.E. Parts I and II	... 20
B.E. Parts I and II	... 30

- (j) the caution fee in the case of science students shall be Rs. 30/- which shall be paid with the tuition fee on admission.

Note .- This amount will be refunded to the student at the time of his leaving the College after deducting the moneys, if any, due from him to the University on account of loss or damage caused to the properties of the University.

- (k) The fee for the hand-book of Rs. 2/- per annum shall be paid with the tuition fee for the first term.

- (l) Medical inspection fee of Re. 1/- per annum payable with the tuition fee for the first term.
- (m) the University College magazine and chronicle fee shall be Re. 1/- per term.

The above fees are compulsory for all students and shall be paid within the first five working days of the commencement of each term. The penal fee for the non-payment of fees on due date shall be reckoned at annas 4 for each working day intervening between the due date and the date of payment or one rupee per week, whichever is less. Should, however, the period of default extend beyond fifteen days, the student's name shall be removed from the rolls of college and shall not be re-entered during the course of the term till all the prescribed fees and an additional penal fee of Rs. 5/- are paid. Penal fees on defaults extending beyond a term shall be Rs. 10/- provided re-admission is sanctioned by the Vice-Chancellor on the recommendation of the Principal.

19. (A). (i) Fee towards transfer from Evening course to Day course and vice versa.	} Rs. 6/-
(ii) Fee towards readmission of students into the same courses which they might have discontinued on grounds of ill-health and economic reasons.	} 6/-
(iii) (a) Fee towards transfer of Medical / Engineering candidates from one University to another University, <i>outside the State</i> .	} 28/-
(b) Fee towards transfer of Medical / Engineering candidates from one University to another <i>within the State</i> .	} 11/-

(iv)	Fee towards change in combination of subjects at the end of I year of Three Year Degree Course on transfer, where the combination is not available in the new college.	} Rs. 11/-
(v)	Fee towards transfer of students from one University to another, within the State at the end of First and Second Years of Three Year Degree Course.	} 11/-
(vi)	Fee towards granting exemption from putting in attendance for Part I (b) Language, where that language is not offered in that college.	} 11/-

20. Information as to whether a candidate's answers in any particular head or heads of any examination have been valued and marked will be supplied to the candidate on his forwarding in case he is a candidate appearing from any college through the Head of the Institution and in case he is a private candidate directly, within one month of the declaration of the results in the examination in question, an application accompanied by a fee of Rs. 25/- for each head. If as a result of the verification made under his clause it is discovered that there has been an omission to value or mark any answer or answers or a mistake in the totalling of the marks, the fee for verification shall be refunded to the applicant.

The fee is only for verification whether the candidates answers in any particular head have been valued and whether the totalling has been correct and not for revaluation of answers. No answer paper shall be revalued by an examiner after the marks have once been sent to the Registrar.

(a) A fee of Re. 1/- shall be charged for the application forms prescribed by the University for the posts in the University Service.

(b) Fee for registration of applications for the posts in the University.

- | | | |
|------|--|----------|
| i) | For the cadre of lecturers or equal cadre and above. | Rs. 10/- |
| ii) | For the cadres above L.D.Cs. or equivalent cadre of Lecturers. | Rs. 5/- |
| iii) | For the cadre of L.D.Cs. or equivalent cadres. | Rs. 2/- |
| vi) | For the cadres below L.D.Cs. | Rs. 1-50 |

Matriculation Question Papers - ONE Set. Re. 1-00

All Other Examination Question Papers - Each Paper. 0-25 Ps.

CHAPTER

Dates for payment of Examination fees, Submission of Certificates,
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1. The latest dates on which fees for examinations shall be to be produced by candidates or to be submitted to the Registrar begin and the dates on which the results of the examinations

Examinations.	Latest date for payment of fees and for submitting applications.	Latest date for submitting certificates.
Matriculation.	December 15 or July 15	March 12 or August 19
Pre-University/ Intermediate.	December 15 or July 15	March 9 or August 19
First year examination in Engineering and Pre- Professional Examination in Medicine, Veterinary Science and Agriculture.	January 15 or July 15	April 15 or August 19
B.A. Part I	January 5 or July 15	March 12 or August 19
Part II	-do-	-do-
Part III	-do-	-do-
B.A. Hons. Part I	December 15 or July 15	March 12 or August 19
Part II	December 15	March 12
B.Sc. Part I	January 5 or July 15	March 12 or August 19
B.Sc. Part II (Main and subsidiary).	January 5 or July 15	March 12 or August 19
B.Sc. Hons. Part I	December 15 or July 15	March 12 or August 19
,, II (subsidiary subjects).	December 15 or July 15	March 12 or August 19
,, Part II Main.	December 15	March 12

XXV.**Commencement of Examinations and Publication of Results.**

NANCES)

payable and applications for admission thereto and certificates in the forms prescribed, the dates on which examinations shall be published at the University Office shall be. —

Date of commencement of examinations.	Latest date for publication of results.
Last Monday in March or 2nd Monday in September. Last Monday in March or 2nd Monday in September. 3rd Monday in May or 2nd Monday in September.	Last Monday in May or 4th Monday in October Last Monday in May or 4th Monday in October. 3rd Monday in June or 1st Monday in November.
4th Monday in March or 2nd Monday in September. Next day after Part I. Next day after Part II 4th Monday in March or 2nd Monday in September. — 3rd Monday in March. 4th Monday in March or 2nd Monday in September. Next day after Part I for the Main subject and next day after Main for the subsidiary subjects.	3rd Monday in May or 4th Monday in October. —do— —do— 3rd Monday in May or 4th Monday in October. 3rd Monday in May. 3rd Monday in May or 4th Monday in October. —do—
4th Monday in March or 2nd Monday in September. Same dates as for B.Sc. Pass Subsidiaries.	—do— —do—
4th Monday in March.	3rd Monday in May.

Examinations.	Latest date for payment of fees and for submitting applications.	Latest date for submitting certificates.
B.Com. Part I	December 15 or July 15	March 12 or August 19
Part II	-do-	-do-
Part III	-do-	-do-
Three-Year Degree Examinations. (B.A. Special, B.A./B.Sc. General, B.Sc. Special, B.Com and B.Mus.)		
Part I	January 5 or July 15	March 19 or August 19.
Part II	January 5 or July 15	March 19 or August 19.
B.Ed. Part I	January 15 or July 15	March 9 or August 19.
Part II	-do-	-do-
Part III	-do-	-do-
F.E. Part I and B.E. Part I	-do-	March 12 or
F.E. Part II and B.E.	-do-	August 19
Part II	-do-	-do-
I M.B.B.S.		
Part I	February 1 or October 15	Eight days before the commencement of the Examination.
Part II	-do-	-do-
II M.B.B.S.		
Part I	-do-	-do-
Part II	-do-	-do-

Date of commencement of examinations.	Latest date for publication of results.
4th Monday in March or 2nd Monday in September. Next day after Part I Next day after Part II	3rd Monday in May or 4th Monday in October. -do- -do-
1st Monday in April or 2nd Monday in September. Next day after Part I	Last Monday in May or 4th Monday in October. Last Monday in May or 4th Monday in October.
3rd Monday in March or 2nd Monday in September. Next day after Part I Next day after Part II 3rd Monday in March or 2nd Monday in September -do-	3rd Monday in May or 4th Monday in October. -do- -do- -do- -do-
1st Monday in April or Last Monday in December.	1st Monday in May or Last Monday in January.
Next day after Part I or 26th November. 25th March or 26th November.	-do-
Next day after Part I	April 25th or January 5th. -do-

Examinations.	Latest date for payment of fees and for submitting applications.	Latest date for submitting certificates.
Final M.B.B.S. Part I	February 1 or October 15	8 days before the commencement of the Examination.
Part II	-do-	-do-
D.L.O. Part I	15 October	15 days before the commencement of Examination.
D.L.O. Part II	15 April	1st June.
D.L.O./D.O./ D.C.H./D.C.P./ M.D./M.S.	-do-	-do-
B V.Sc. Preliminary.	January 20 or July 15	March 15 or September 15
II Year	-do-	-do-
III Year	-do-	-do-
Final Year	April 15 or October 15	May 20 or November 20
B.Sc. (Agr.) (Inte- grated).	January 15 or July 15	April 15 or August 19
First Examination.	-do-	March 12 or August 19
Second Examina- tion.	-do-	-do-
Third Examination.	-do-	-do-
Fourth Examina- tion	-do-	-do-
I B.G.L. Degree.	January 15 or July 15	March 31 or August 19
II B.G.L. Degree.	-do-	-do-
III B.L. Degree.	-do-	-do-

Date of commencement of examination.	Latest date for publication of results.
25th March or 26th November or 2nd Monday in August.	April 25th or January 5th or 2nd Monday in September.
3rd Tuesday in April or next day after Part I.	Last Monday in May or January 5th or 2nd Monday in September.
Last Monday in December.	Last Monday in January.
Last Monday in June.	3rd Monday in July.
-do-	-do-
1st Monday in April or 1st in October.	2nd Monday in May or 1st Monday in November.
-do-	-do-
-do-	-do-
1st Monday in June or 1st Monday in December.	4th Monday in July or 4th Monday in January.
Last Monday in March.	Last Monday in May.
3rd Monday in May or 2nd Monday in September.	3rd Monday in June or 1st Monday in November.
1st Monday in April or 1st Monday in October.	3rd Monday in May or 2nd Monday in November.
1st Monday in March or 2nd Monday in October.	-do-
16th April or 1st Monday in October.	3rd Monday in May or 2nd Monday in November.
Last Monday in April or 2nd Monday in September.	3rd Monday in June or 4th Monday in October.
-do-	-do-
-do-	-do-

Examinations.	Latest date for payment of fees and for submitting applications.	Latest date for submitting certificates.
M.A. Previous or Part I	December 15	March 12
M.A. Final or Part II	-do-	-do-
M.Sc. Previous or Part I	-do-	-do-
M.Sc. Final Part II	-do-	-do-
M.A. (Hons.).	December 15	March 12
M.Sc.	-do-	-do-
M.Ed.	December 20	March 19
M.Mus. Degree.		
Part I	December 15	March 12
Part II	-do-	-do-
M.Phil. (Written).	-do-	-do-
Ph.D. (Written Examination).	March 15 or September 15	March 12 or September 15
Sangeetha Visaradha, Natya Visaradha & Mridanga Visaradha Title Examination.		
Part I	January 5 or July 15	March 19 or August 19
Part II	-do-	-do-
Sangeetha-Praveena Title Examination.		
Part I	December 15	March 12
Part II	-do-	-do-

N.B.— 1. Examinations will commence on the next working day if the dates
 2. Applications for admission to examinations received after the
 tion on payment of penal fee at the following rates provided the

Date of commencement of examination.	Latest date for publication of results.
1st Monday in April.	-do-
Last Monday in March.	-do-
1st Monday in April.	-do-
4th Monday in March.	3rd Monday in May.
-do-	-do-
-do-	-do-
1st April.	Last Monday in May.
Last Monday in March.	Last Monday in May.
Next day after Part I.	-do-
3rd Monday in July or 3rd Monday in January.	2nd Monday in August or 2nd Monday in February.
1st Monday in April or 2nd Monday in September.	Last Monday in May or 4th Monday in October.
Next day after Part I.	-do-
Last Monday in March.	Last Monday in May.
Next day after Part I.	-do-

above mentioned happen to be holidays.

dates prescribed above will be accepted by the Vice-Chancellor at his discretion if candidates do not present new subjects.

For the first two days	...	Rs. 2-50
Between third and tenth day	...	Rs. 11/-
Between eleventh day and close of nominal roll	...	Rs. 28/-
Both days inclusive		

APPENDICES

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APPENDICES

APPENDIX — A

Agreement of service by the Registrar.

(Under law 2 of Chapter II (v) of the Laws)

ARTICLES OF AGREEMENT entered into this the.....day of.....19between Sri..... hereinafter known as the party of the first part and the Sri Venkateswara University (herein after called the University) herein after known as the party of the second part.

WHEREAS the Syndicate of the Sri Venkateswara University (hereinafter called the Syndicate) in exercise of the powers conferred on them by the Sri Venkateswara University Act, has agreed to engage the party of the first part to serve as the Registrar in the Sri Venkateswara University from.....subject to the conditions and agreements hereinafter specified and contained.

Now these witnesses and the said parties respectively agree as follows :—

1. The University shall employ the said Sri..... and the said Sri..... shall serve it as the Registrar on probation for a period of two years from the.....and shall be subject to confirmation on satisfactory completion of probation.

2. That the party of the first part will employ himself in the performance of all such duties as are or may from time to time be assigned to his post by the Officers and Authorities empowered in this behalf by the laws of the Sri Venkateswara University, will be bound by the provisions of the said laws for the time being in force, and will submit to all directions and orders made from time to time by the Officers and Authorities empowered under the said Laws.

3. That the party of the first part will not engage himself directly or indirectly in any trade, business or occupation or in any work other than that of his Office and that he will not, except in case of accident or sickness certified by competent medical authority, absent himself from his said duties without the previous permission in writing of the Vice-Chancellor or the Syndicate as the case may be.

4. That from the.....he will be paid by the University, so long as he shall remain in the said service and actually perform his duties, a salary at the rate of Rupees Six hundred per mensem to Rupees One thousand per mensem in the grade of Rs. 600—50—1000.

5. That the first two years of service under the University put in by the party of the first part under this agreement shall be, deemed to be a period of probation. The Syndicate may, at any time during that period, terminate the probation and dispense with the services of the party of the first part on a months notice or on payment of a moths salary without stating the reasons for such action and the party of the first part shall not have any right of appeal to any officer or authority against this decision. The party of the first part may also on any day during that period determine this agreement by giving two calendar months before such day, a notice in writing of his intention to that effect and if such notice shall be given, this agreement shall terminate on that day accordingly.

6. The Syndicate may, at any time, upon sufficient cause shown and after giving the party of the first part an opportunity to explain, suspend the party of the first part, from office and from emoluments thereof in whole or in part for any period not exceeding one year or to require the party of the first part to retire or to deprive the party of the first part of office and during the period of suspension, to make provision for his work provided no such sentence of suspension etc., shall have effect until approved by the Chancellor; and no suit shall lie in any court of law in respect of the matter decided as above. Every such proceedings shall be deemed to be a submission to arbitration by the parties concerned within the meaning of the Indian Arbitration Act, 1940

and all the provisions of that Act shall apply accordingly in so far as they may apply, if any, to such cases as these.

7. That it shall be lawful for the Syndicate, at any time, prior to the expiration of his service under this agreement, if satisfied on the report of a duly qualified Medical Board appointed by the Syndicate in this behalf that the party of the first part is incapacitated or has become insane and is likely to continue permanently incapable, by reason of his illness, of discharging his duties, to determine the service under this agreement (the decision of the Syndicate being conclusive) and thereupon his services shall be terminated.

8. That the party of the first part shall not be entitled to any damage or compensation whatever in the event of his removal under clause 6 or under clause 7 aforesaid.

9. That the party of the first part shall be bound by such, leave rules as may be for the time being in force in the University.

10. That the party of the first part, on confirmation in accordance with the rules and provisions applicable to the members of the University Superior Services, will continue in the service of the University, till the attainment of the age of 55 years. It shall, however, be competent for the Syndicate to extend the services of the party of the first part beyond the age of 55 years in accordance with the rules and provisions applicable to the members of the University Superior Services as may be in force in the University from time to time.

11. That the party of the first part will continue in the service of the University under the laws of the University and the terms and conditions herein contained :—

Provided always that the party of the first part may determine this agreement on any day after confirmation by giving to the University a notice in writing of his intention to that effect at least six calendar months before such day and if such notice shall be given this agreement shall terminate on that day accordingly.

12. That the party of the first part will be required to be a member of the University Provident Fund and shall, be bound by all the rules and laws relating thereto in force in the University from time to time and shall on being required to do so, sign an acceptance thereof in the prescribed form.

In witness whereof the parties hereunto affix their hand and seal.

Sealed on behalf of the University.

.....
Signature of Registrar as party of the first part.

Witnesses to the signature of the Registrar as the party of the first part :

1.
.....
.....
for Sri Venkateswara
University.

2. *Signature of the Registrar.*
.....

APPENDIX—B

Agreement of service by a teacher of the University.

(Under Law 4 of Chapter X of the Laws)

Article of agreement entered into this the.....
day of.....19.....between Sri.....
.....hereinafter known as the party of the first part
and the Sri Venkateswara University (hereinafter called the Uni-
versity) hereinafter known as the party of the second part.

WHEREAS the Syndicate of the Sri Venkateswara University
(hereinafter called the Syndicate) in exercise of the powers confer-
red on them by the Sri Venkateswara University Act, has agreed
to engage the party of the first part to serve as.....
in the Sri Venkateswara University from.....
.....subject to the conditions and agreements here-
inafter specified and contained.

Now these witnesses and the said parties respectively agree
as follows :—

1. That the party of the first part will employ himself in the
performance of all such duties as are or may from time to time be
assigned to his post by the Officers and Authorities empowered in
this behalf by the laws of the Sri Venkateswara University, will
be bound by the provisions of the said laws for the time being in
force and will submit to all laws made from time to time by the
Officers and Authorities empowered under the laws of the Univer-
sity and by the employees of the University under whom he may
be placed.

2. That the party of the first part will not engage himself
directly or indirectly in any trade, business or occupation whatso-
ever or in any private tuition or other work either honorary or
remunerative or otherwise in any work other than that of his office,
without the previous permission of the Syndicate whose orders on
the matter shall be final and conclusive; and that he will not,
except in case of accident or sickness certified by competent medical
authority, absent himself from his said duties without the previous

permission in writing of the University, or its Officers authorised in this behalf.

3. That the party of the first part shall not during the period of this agreement when he has not been given notice of termination of his services by the University or he has not given notice to the University for such termination of his services, apply for an appointment under any other authority except through the University and the penalty for any breach of this may, at the discretion of the Syndicate, be the termination of his service. The University shall not refuse to forward such application but may decline to relieve him when the need arises unless he gives six months notice or pays an amount equal to six times his monthly pay drawing at the time in lieu of such notice.

4. That from the.....the party of the first part shall be deemed to have been engaged in the service of the University :—

(a) temporarily.

(b) in a permanent post on probation for a period of.....
.....years.

(c) for a fixed period of.....years.

5. That from the.....he will be paid by the University, so long as he shall remain in the said service and actually perform his duties, a salary at the rate of Rupeesper mensem, rising by annual increments of Rs.....up to the maximum salary of Rupees.....per mensem; and will be entitled to all the privileges attached to his post under the laws of the Sri Venkateswara University in force for the time being.

6. The Syndicate may at any time during the period of temporary service or during the period of probation, dispense with the services of the party of the first part on a months notice or on payment of a months salary in lieu of such notice without stating the reasons for such action and the party of the first part shall not have any right of appeal to any Officer or Authority against this decision. The party of the first part may also on any day during

that period determine this agreement by giving one calendar month before such day, a notice in writing of his intention to that effect; and if such notice shall be given, this agreement shall terminate on that day accordingly.

7. That it shall be lawful for the Syndicate, at any time, prior to the expiration of the service of the party of the first part under this agreement, if satisfied on the report of a duly qualified medical board appointed by the Syndicate in this behalf that the party of the first part is incapacitated or has become insane and is likely to continue permanently incapable, by reason of his illness of discharging his duties, to determine the service under this agreement (the decision of the Syndicate being conclusive) and thereupon his services shall be terminated.

8. The Syndicate shall have power upon sufficient cause shown and after giving the party of the first part concerned an opportunity to explain, to suspend him from office and from the emoluments thereof in whole or in part for any period not exceeding one year or to require him to retire or to deprive him of office, provided no such sentence of suspension, etc., shall have effect until approved by the Chancellor; and no suit shall lie in any court in respect of the matter decided as above. Every such proceedings shall be deemed to be a submission to arbitration by the parties concerned within the meaning of the Indian Arbitration Act, 1940 and all the provisions of that Act shall apply accordingly in so far as they may apply if any to such cases as these.

9. That the party of the first part shall not be entitled to any damage or compensation whatever in the event of his removal under clause 7 or under clause 8 aforesaid.

10. That the party of the first part shall be bound by such leave rules as may be in force in the University for the time being.

11. That the party of the first part will continue in the service of the University subject to laws of the University and under the terms and conditions herein contained :

- (a) Provided always that the party of the first part may determine this agreement on any day after confirmation by giving to the University a notice in writing of his intention to that effect at least six calendar months before such a day and if such notice shall be given, this agreement shall terminate on that day accordingly,
- (b) Provided further that this agreement may be determined on any day after confirmation by the Syndicate by giving the party of the first part a notice in writing without assigning reasons of its intention to that effect, at least six calendar months before such a day or paying an amount equal to six times his monthly pay drawing at the time in lieu of such notice; and if, such notice is given or payment made, this agreement shall terminate on that day accordingly and the party of the first part shall not have the right of appeal to any other Officer or Authority against such termination,
- (c) Provided further that this agreement may be determined on any day by the Syndicate if the Senate shall resolve to abolish or suspend the post held by the party of the first part.

12. That after the abolition or suspension of the post held by the party of the first part by the Senate, the Syndicate shall give either six months notice of the determination of this agreement or in lieu of such notice an amount equal to six months salary to the party of the first part.

13. That the party of the first part will, if required, by the laws, be a member of the University Provident Fund and subscribe as provided thereunder and be bound by all the rules and laws relating thereto in force as contained in the said laws of the University from time to time and shall on being required to do so, sign an acceptance thereof in the prescribed form.

14. On the termination of this agreement, from whatever cause, the party of the first part shall deliver upto or pay to the University, the assessed cost of all books, apparatus, records and such other articles and property, belonging to the University, as

may be in his possession and shall not absent himself from duties until relieved of his duties by the University in such manner as may be decided by the Syndicate in this behalf.

15. In witness whereof, the parties hereunto affix their hand and seal.

Sealed on behalf of the University.

Witnesses to the Signature
of teacher :

.....
(Signature of teacher).

1.
.....
(Signature of the Registrar).

2.
.....
for Sri Venkateswara University.

APPENDIX — C

(Forms prescribed under Law 5 (i) (b) of Chapter XIII of the Laws.)

(1)

(NOMINATION PAPER FOR ALL ELECTIONS.)

Election for which the candidate is nominated
 Election to theby the
 Name of the candidate :

(Please state also the academic degrees taken for inclusion after the name in the ballot paper)

Address of the candidate
 Number of the candidate in the Electoral Roll, if any

Name of the Proposer :
 Number of the Proposer in the Electoral Roll, if any :
 Signature of the Proposer :
 Address Date

Name of the Secunder :
 Number of the Secunder in the Electoral Roll, if any :
 Signature of the Secunder :
 Address Date

CONSENT OF THE CANDIDATE.

Election to the

I hereby declare that,

I am not a member of the above authority to which I seek election

my term of office as member of the above authority to which I seek election would expire before the membership for which I am seeking election takes effect,

and I agree to serve on the.....if elected.

Station.....

Date.....

Signature of the candidate.

(2)

DECLARATION PAPER.

(For all elections).

Election to the.....by the.....

(Election of.....persons)

Serial Number :

Elector's name and number in the Electoral Roll, if any.....

ELECTOR'S DECLARATION.

I,
(name in full and designation), declare that I am a Registered Graduate/(or an elector for the above election to the.....
.....by the.....)
of the University and have signed no other declaration paper at this election.

DATE :

Signature :

STATION :

Address :

(3)

Election to the Senate by Registered Graduates.

BALLOT PAPER.

(Election of.....persons).

(Face of Ballot paper)

Names of candidates with their addresses.

Mark order of preference in spaces below using figures 1, 2, 3, 4 and so on.

.....
.....
.....

(Please see instructions on the back)
(Back of Ballot Paper)

Instructions for the guidance of the Voter.

Vote by placing the figure " 1 " in the space opposite to the name of the candidate who is your first choice. You may also place the figure " 2 " in the space opposite to the name of the candidate who is your second choice, and the figure " 3 " in the space opposite to the name of the candidate who is your third choice, and so on. Crosses or other marks must not be used.

A Ballot Paper will be invalid,—

- (a) if it does not bear the initials of the Registrar; or
- (b) if a voter signs his name or writes any word or makes any mark by which it becomes recognizable, or
- (c) if the figure "1" is not marked; or
- (d) if the figure "1" is set opposite to the names of more than one candidate; or
- (e) if the figure "1" and some other figure are set opposite to the name of the same candidate; or
- (f) if it is void for uncertainty; or
- (g) if it violates any other law.

University Office, Tirupati.

Date.....

Registrar.

(3-A)

(Ballot paper for all Elections other than the Election by Registered Graduates)

(Election of.....persons to the.....by the.....)

BALLOT PAPER

(Face of ballot paper)

Name of candidates with their addresses.	Put a cross mark thus " X " showing the voter's choice.
.....	
.....	
.....	

(Please see instructions on the back)

(Back of Ballot Paper)

Instructions for the guidance of the Voter.

- (1) The number of vacancies to be filled is.....
- (2) Place a cross mark thus “X” against the name of the candidate (or each of the candidates) for whom you wish to vote.
- (3) A ballot paper will be invalid,—
 - (a) if it does not bear the initials of the Registrar or Returning Officer; or
 - (b) if a voter signs his name or writes any word or makes any mark by which it becomes recognizable; or
 - (c) if no vote is recorded by placing a cross mark thus “X” against the name or names of the candidate or candidates for whom the voter wishes to vote; or
 - (d) if the number of votes recorded thereon exceeds the number of vacancies to be filled *viz*.....or
 - (e) if it is void for uncertainty; or
 - (f) if it violates any other law.

University Office, Tirupati. }
 Date..... }

Registrar.

(4)

**(Election of—persons to the Senate by the
 Registered Graduates).**

Letter of Intimation.

Sir/Madam,

1. The persons whose names are printed on the ballot paper sent herewith have been nominated as candidates for election ofpersons to the Senate. If you desire to vote at this election you will have to—

- (a) fill up and sign the declaration paper;

- (b) mark your vote using figures 1, 2, 3 and so on in the column provided for the purpose in the ballot paper according to the instructions contained on the face of the ballot paper;
- (c) enclose the ballot paper in the ballot paper cover (smaller cover) and stick it; and
- (d) put the ballot paper cover and the declaration paper in the envelope addressed to the Registrar and return the same to him either by *Registered Post* so as to reach him not later than 4-00 p.m. on..... the day of.....19 , or.....deposit or cause to be deposited, the envelope addressed to him in the ballot box provided for the purpose at the office of the Registrar, University Buildings, Tirupati between.....a.m. and 4-00 p.m. and on the same day.

2. The envelope will be rejected;

- (a) if having been sent by *Registered Post* does not reach the Registrar within the time fixed; or if not deposited in the ballot box during the time fixed; or
- (b) if more than one envelope addressed to the Registrar are sent in a single registered cover or parcel.

N.B.—If two covers bearing the same serial numbers (original and duplicate) are received, both of them shall be rejected.

3. Ballot paper covers will be rejected,

- (1) if the envelope contains no declaration paper outside the ballot paper cover; or
- (2) if the declaration paper is not the one sent by the Registrar; or
- (3) if the declaration or attestation is not in accordance with the laws; or
- (4) if the ballot paper is placed outside the ballot paper cover; or

(5) if more than one declaration paper or ballot paper cover have been enclosed in one and the same envelope.

4. A ballot paper will be invalid,

(1) if it does not bear the initials of the Registrar; or

(2) if a voter signs his name or writes any word or makes any mark by which it becomes recognizable; or

(3) if the figure " 1 " is not marked; or

(4) if the figure " 1 " is set opposite to the names of more than one candidate; or

(5) if the figure " 1 " and some other figure are set opposite to the name of the same candidate; or

(6) if it is void for uncertainty; or

(7) if it violates any other law.

5. Declaration papers need not be attested, but in the case of a voter who is incapacitated from blindness or other physical cause from voting in the manner prescribed, it shall be competent for him to record his vote by the hand of any of the following persons :—

Magistrates (as defined in the Code of Criminal Procedure); Judges of and above the rank of District Munsifs; District Registrars; Sub-Registrars; District Educational Officers; Inspectresses of Girls' Schools; Deputy Inspectors of Schools; Principals of University and Affiliated Colleges; Headmasters of recognized High Schools and Members of the Senate or the Academic Council.

Such person shall, on the declaration paper, attest the incapacity and the fact of his having been requested by the voter to mark the ballot paper for him and of its having been so marked by him in the presence of the voter.

If a voter inadvertently spoils a ballot paper, he can return it to the Registrar, who will, if satisfied, issue to him another paper, superscribed " Duplicate. "

The scrutiny and counting of votes will begin on..
in the University Office, Tirupati.

Candidates and a representative of each candidate appointed in writing by him and approved by the Returning Officer, may be present at the scrutiny and counting of votes.

University Office, Tirupati. }
Dated.....19 . }

Registrar.

(4-A)

(For all Elections other than the Election by Registered Graduates).

(Election of.....persons to the... ..by the.....)

Letter of Intimation.

Sir/Madam,

1. The persons whose names are printed on the ballot paper sent herewith have been nominated as candidates for election of.....persons to the..... If you desire to vote at this election you will have to,

- (a) fill up and sign the declaration paper;
- (b) mark your vote with a cross mark thus "X" in the column provided for the purpose in the ballot paper according to the instructions on the back of the ballot paper;
- (c) enclose the ballot paper in the ballot paper cover (smaller cover) and stick it; and
- (d) put the ballot paper and the declaration paper in the envelope addressed to the Registrar or Returning Officer and return the same to him either by *Registered Post* so as to reach him not later than 4 p.m. on
.....the.....day of.....
..... 19 , or deposit, or cause to be deposited the envelope addressed to him in the ballot box provided for the purpose at the office of the Registrar,

University Buildings, Tirupati or the Returning Officer between a.m. and 4-00 p.m. and on the same day.

2. The envelope will be rejected,

- (a) if having been sent by *Registered Post*, does not reach the Registrar or Returning Officer within the time fixed; or if not deposited in the ballot box during the time fixed; or
- (b) if more than one envelope addressed to the Registrar or Returning Officer are sent in a single registered cover or parcel.

N.B.:—If two covers bearing the same serial numbers (original and duplicate) are received, both of them shall be rejected.

3. Ballot Paper covers will be rejected,

- (1) if the envelope contains no declaration paper outside the ballot paper cover; or
- (2) if the declaration paper is not the one sent by the Registrar or Returning Officer; or
- (3) if the declaration or attestation is not in accordance with the laws; or
- (4) if the ballot paper is placed outside the ballot paper cover; or
- (5) if more than one declaration paper or ballot paper cover have been enclosed in one and the same envelope.

4. A Ballot Paper will be invalid,

- (a) if it does not bear the initials of the Registrar or Returning Officer; or
- (b) if a voter signs his name or writes any word or makes any mark by which it becomes recognizable; or
- (c) if no vote is recorded by placing a cross mark "X" against the name or names of the candidate or candidates for whom the voter wishes to vote; or

- (d) if the number of votes recorded thereon exceeds the number of vacancies to be filled, viz.,..... ; or
- (e) if it is void for uncertainty; or
- (f) if it violates any other law.

5. Declaration papers need not be attested, but in the case of a voter who is incapacitated from blindness or other physical cause from voting in the manner prescribed, it shall be competent for him to record his vote by the hand of any of the following persons :—

Magistrates (as defined in the Code of Criminal Procedure);
 Judges of and above the rank of District Munsifs;
 District Registrars;
 Sub-Registrars;
 District Educational Officers and Inspectresses of Girls' Schools;
 Deputy Inspectors of Schools;
 Principals of University and Affiliated Colleges;
 Headmasters of recognised High Schools; and
 Members of the Senate or the Academic Council.

Such person shall, on the declaration paper, attest the incapacity and the fact of his having been requested by the voter to mark the ballot paper for him, and of its having been so marked by him in the presence of the voter.

If a voter inadvertently spoils a ballot paper, he can return it to the Registrar or Returning Officer who will, if satisfied issue to him another paper subscribed "Duplicate".

The scrutiny and counting of votes will begin on..... in the University Office, Tirupati or in the Office of the Returning Officer.

Candidates and a representative of each candidate appointed in writing by him and approved by the Returning Officer, may be present at the time of scrutiny and counting of votes.

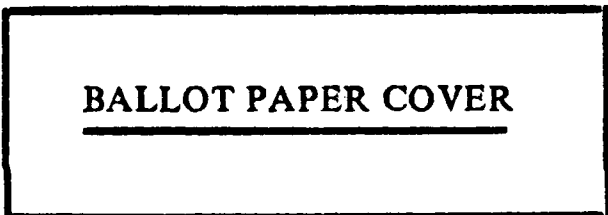
UNIVERSITY OFFICE,
 TIRUPATI, }
 Dated.....19 . }

Registrar/Returning Officer.

(5)

(For all elections)

FACE OF BALLOT PAPER COVER



(6)

(For all elections)

FACE OF ENVELOPE

Election to the...
by the.....
Poll on.....

(To be Registered, if sent by post.)

To

The Registrar,
Sri Venkateswara University,
"University Office,"
TIRUPATI (P.O.).
(Andhra Pradesh).

Number on the }
Electoral Roll, }
No..... }

(7)

**(By Registered Graduates under section 15,
Class III (1) of the Act.)**

ELECTION TO THE SENATE.

NOTIFICATION.

Whereas.....a member/members of the Senate elected thereto by the Registered Graduates will/has/have/vacate/vacated his seat/their seats on the Senate with effect from 19 , it is hereby notified that an election by the Registered Graduates of the University will be held to fill the vacancy/vacancies from among themselves according to the principle of proportional representation by means of the single transferable vote.

No graduate whose name was not on the Register of Registered Graduates on shall be entitled to stand for election or to vote thereat.

Each Registered Graduate shall be at liberty to nominate a qualified person or persons to fill the vacancy/vacancies. Every nomination shall be in the prescribed form and shall be made by an elector in writing and shall be seconded by another elector in writing. Every such nomination shall be accompanied by the consent in writing of the nominee agreeing to serve on the Senate, if elected.

Proposers, seconders and candidates are required to state their full names as given in the Register and also their serial numbers and to date their signatures.

Nomination papers should be enclosed in an envelope superscribed "Nomination to the Senate-Registered Graduates" and sent by *registered post* so as to reach the Registrar, Sri Venkateswara University, Tirupati, not later than 4 p.m. on 19 , or they may be delivered to the Registrar during office hours either in person or by messenger not later than the date and hour prescribed above.

Nomination papers that are not sent by *registered post* or are not delivered in person or by messenger as required above, will be rejected.

The scrutiny of the nomination papers will take place in the University Office, Tirupati at on 19 .

Any candidate may withdraw his candidature by notice in writing subscribed by him and either sent *by registered post* or delivered in person or by messenger to the Registrar so as to be received by him before on 19 .

If the number of valid nominees exceeds the number of vacancies, voting papers will be issued to the voters on 19 .

(By order)

University Office, Tirupati.

Dated.....19 .

Registrar.

(8)

(Senate Constituency -under section 18, Class II (1) of the Act.)**ELECTION TO THE SYNDICATE.****NOTIFICATION.**

Whereas a member/members of the Syndicate elected thereto by the Senate under section 18, class II (1) of the Sri Venkateswara University Act, will/has/have/vacate/vacated his seat/their seats on the Syndicate on 19 , it is hereby notified that an election will be held to fill the vacancy/vacancies by the Senate from among its members.

Each member of the Senate is at liberty to nominate a duly qualified person or persons, *i.e.*, any member of the Senate who is not an employee of the University other than the Principal of the University College to fill the vacancy/vacancies. Each nomination shall be in the prescribed form and shall be made by a Senator in writing and seconded by another Senator in writing. Every such nomination shall be accompanied by the consent in writing of the nominee agreeing to serve on the Syndicate, if elected.

Nomination papers should be enclosed in an envelope superscribed "Nomination to the Syndicate-Senate Constituency," and sent by *registered post* so as to reach the Registrar, Sri Venkateswara University, Tirupati, not later than 4 p.m. on 19 , or they may be delivered to the Registrar during office hours either in person or by messenger before the date and hour prescribed above.

Nomination papers that are not sent by *registered post* or are not delivered in person or by messenger as required above will be rejected.

The scrutiny of the nomination papers will take place in the University Office, Tirupati at on 19 .

Any candidate may withdraw his candidature by notice in writing subscribed by him and either sent by *registered post* or

delivered in person or by messenger to the Registrar so as to be received by him before on 19 .

If the number of valid nominees exceeds the number of vacancies, ballot papers will be issued to the members on 19 /balloting for the election will be held at the meeting of the Senate called for on 19 .

(By order)

University Office, Tirupati.

Dated.....19 .

Registrar.

(9)

**(Academic Council Constituency under section 18,
Class II (2) of the Act.)**

ELECTION TO THE SYNDICATE.

NOTIFICATION.

Whereas.....a member/members of the Syndicate elected thereto by the Academic Council under section 18, Class II (2) of the Sri Venkateswara University Act, will/has/have/vacate/vacated his seat/their seats on the Syndicate on 19 , it is hereby notified that an election will be held to fill the above vacancy/vacancies by the Academic Council from among its members.

Each member of the Academic Council is at liberty to nominate a duly qualified person or persons, *i.e.*, any member of the Academic Council who is not an employee of the University (other than the Principal, University College) to fill the vacancy/vacancies. Each nomination shall be proposed by a member of the Academic Council in writing and seconded by another member of the Academic Council in writing. Every such nomination shall be in the prescribed form and shall be accompanied by the consent in writing of the nominee agreeing to serve on the Syndicate, if elected.

Nomination papers should be enclosed in an envelope superscribed "Nomination to the Syndicate-Academic Council Constituency" and sent by *registered post* so as to reach the Registrar, Sri Venkateswara University, Tirupati, not later than 4 p.m. on.....19 , or they may be delivered to the Registrar during office hours either in person or by messenger before the date and hour prescribed above.

Nomination papers that are not sent by *registered post* or are not delivered in person or by messenger as required above will be rejected.

The scrutiny of nomination papers will take place in the University Office, Tirupati at.....on.....19 .

Any candidate may withdraw his candidature by notice in writing subscribed by him and either sent by *registered post* or delivered in person or by messenger to the Registrar so as to be received by him before.....on.....19 .

If the number of valid nominees exceeds the number of vacancies, ballot papers will be issued to the members on..... 19 /balloting for the election will be held at the meeting of the Academic Council called for on..... 19 .

(By order)

University Office, Tirupati. ;
Dated19 . ;

Registrar.

(10)

(Senate Constituency-under sections 36 (6) of the Act)**ELECTION TO THE SELECTION COMMITTEE.****NOTIFICATION.**

Whereas Sri.....a member of the Selection Committee elected thereto by the Senate under section 36 (6) of the Sri Venkateswara University Act, will/has/vacate/vacated his seat on the Selection Committee on 19 , it is hereby notified that an election will be held to fill the vacancy by the Senate from among its members.

Each member of the Senate is at liberty to nominate a duly qualified person to fill the vacancy. Each nomination shall be in the prescribed form and shall be made by a Senator in writing and seconded by another Senator in writing. Every such nomination shall be accompanied by the consent in writing of the nominee agreeing to serve on the Selection Committee, if elected.

Nomination papers should be enclosed in an envelope superscribed "Nomination to the Selection Committee—Senate Constituency," and sent by *registered post* so as to reach the Registrar, Sri Venkateswara University, Tirupati, not later than 4 p.m. on 19 , or they may be delivered to the Registrar during office hours either in person or by messenger before the date and hour prescribed above.

Nomination papers that are not sent by *registered post* or are not delivered in person or by messenger as required above will be rejected.

The scrutiny of the nomination papers will take place in the University Office, Tirupati, at on 19 .

Any candidate may withdraw his candidature by notice in writing subscribed by him and either sent by *registered post* or delivered in person or by messenger to the Registrar so as to be received by him before on 19 .

If there happens to be more than one valid nominee, ballot papers will be issued to the members on 19 ,/ballot- ing for the election will be held at the meeting of the Senate called for on 19 .

(By order)

University Office, Tirupati.
Dated..... 19 .

Registrar.

(11)

**(Local Bodies Constituency-under Section 15,
Class III (3) of the Act)**

ELECTION TO THE SENATE.

NOTIFICATION.

Whereas Sri...a member of the Senate elected thereto by the Local Bodies Constituency, under section 15, Class III (3) of the Sri Venkateswara University Act, will/has'vacate/ vacated his seat on the Senate on.....19 , it is hereby notified that an election of one person by the Municipal Councillors and Presidents of Panchayat Boards in the district of will be held to fill the vacancy.

Each elector shall be at liberty to nominate a duly qualified person to fill the vacancy. Every nomination shall be made by an elector in writing and shall be seconded by another elector in writing. Every such nomination shall be in the prescribed form and shall be accompanied by the consent in writing of the nominee agreeing to serve on the Senate, if elected.

Nomination papers should be enclosed in an envelope superscribed "Nomination to the Senate by the Local Bodies Constituency" and sent by *registered post* so as to reach the Collector (or the Returning Officer appointed by him) not later than 4 p.m. on 19 , or they may be delivered to the Returning Officer during office hours either in person or by messenger before the date and hour prescribed above.

Nomination papers that are not sent by *registered post* or are not delivered in person or by messenger as required above, will be rejected.

The scrutiny of the nomination papers will be held in theat..... on.....19 .

Any candidate may withdraw his candidature by notice in writing subscribed by him and either sent by *registered post* or delivered in person or by messenger to the Returning Officer so as to be received by him before.....
on.....19 .

If the number of valid nominees exceeds one, ballot papers will be issued to the voters on.....19 .

(By order)

Collector's Office.)
Dated19 .)

Collector or Returning Officer.



**Sub. Systems Unit,
National Institute of Educational
Planning and Administration
17-B, Sri Aurobindo Marg, New Delhi-110016
DCC. No.
Date.....**