



OFFICE OF THE REGISTRAR
KAKATIYA UNIVERSITY
WARANGAL - 506 009

PROF. K.SAYULU
REGISTRAR

No. /B3/KU/2012

Date: -10-2012

The Deans of Faculties
KAKATIYA UNIVERSITY

Sub: ANNUAL REPORT - 2011-2012 - Collection of Data -
Regarding.

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Sir/ Madam,

I am sending herewith the proforma pertaining to the ANNUAL REPORT - 2011-2012 with a request to furnish the information of your faculty. The report should contain the following events of each department of your faculty **for the period from 1st APRIL, 2011 to 31st MARCH, 2012.**

Please see that the filled-in proforma in **hard & soft copy (CD)** should be sent to the Joint Registrar, Academic, Kakatiya University, Warangal by **15th December, 2012** in order to finalize the Annual Report and for placing it before the Executive Council and the Academic Senate for approval.

The same format is also available in the University web-site www.kuwarangal.com.

This may be treated as **Most Urgent.**

Yours faithfully,

Encl: (as stated above)

REGISTRAR

Copy to:

- 1) The Dean, Academic Audit Cell, KU
- 2) The I/c. Director, Net working's Website, KU for necessary action.
- 3) The Secretary to Vice-Chancellor/ P.A. to Registrar, KU
- 4) The S.F.