



# APJ ABDUL KALAM TECHNOLOGICAL UNIVERSITY

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KTU/ASST1(ACADEMIC)/5949/2020

12.02.2021

## Circular

## Urgent

In the 6<sup>th</sup> Special Academic Council Meeting held on 29.11.2020 resolved to grant extension of period of study for students (UG/PG) based on their request and verifying the genuity. It was also resolved that further requests from students can be resolved by the University considering each case independently and verifying the documents.

University is in receipt of requests for extension of course duration from few colleges for MBA and MCA programmes. In a communication to colleges (KTU/ASST1 (ACADEMIC)/5949/2020 dated 29/12/2020), University has directed to inform the students to furnish valid reasons with documents in support of their claim, with proper recommendation of the HOD and duly endorsed by the Principal certifying that the reason claimed is genuine, is to be send to the given e-mail id, **deanacademics@ktu.edu.in.**, while applying for the extension of course duration. However neither the colleges nor the students responded properly by applying through proper channel or by providing supporting documents.

Since University has initiated the procedure for the registration of examinations, Colleges are hereby requested to forward such request from students with proper recommendation and valid supporting documents, so as to reach the e-mail id, **deanacademics@ktu.edu.in** latest by **15.02.2021**.

Any request received after the date **15.02.2021** will not be considered.

Dr. Sadiq A.  
Dean (Academic)

*Copy to:- 1. The Principals of all affiliated colleges, COE.  
2. JD IT for publishing in website.*

\* This is a computer system (Digital File) generated letter. Hence there is no need for a physical signature.



