

**ADIKAVI NANNAYA UNIVERSITY::RAJAHMUNDRY
ANDHRA PRADESH**



Office of the Dean
College Development Council
No. ANUR/CDC/Circular/2017/52

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Date: 03.01.2018

To
The Principals of all UG & PG affiliated colleges,
Adikavi Nannaya University.

CIRCULAR

Sub : ANUR - CDC – UG & PG affiliated colleges - Inspections of Vice-Chancellor-Reg.
Ref : Orders of the Vice-Chancellor dt. 02.01.2018.

As directed by the Vice-Chancellor, it is to inform you that the Honorable Vice-Chancellor is going to inspect the UG & PG affiliated colleges at **Random** from 22nd Jan – 2018 onwards.

All Principals of the colleges are hereby directed to keep ready all records and all staff members to be present during the inspection along with the following original documents.

1. Latest Provisional Affiliation- Cum-No Dues Certificate.
2. Original land documents along with Encumbrance Certificate taken in this academic year (2017-18) in the name of the Educational Society.
3. Latest renewal copy of the society & members of society.
4. Corpus fund – originals, if exists in urban area.
5. Registered ownership document/Lease deed of the building in the name of the college.
6. Fire & Sanitary Certificates.
7. Faculty details.
8. Proof for Student Fellowship Fund.
9. Proof for Library & Laboratory Fund.
10. Proof for EPF Payment & PF Registration Certificate.
11. Proof for Payment of Students and Staff Life & Health (Group) Insurance.


(Y. SRINIVASA RAO)
DEAN

Copy to :

The Web Master, ANUR for uploading this letter in the ANUR Website &
for keeping SMS to the Principals of all Affiliated Colleges.
The PA to Registrar.
The PS to Vice-Chancellor.