KTU/ASST(ACADEMIC)/2025/2018   07.08.2023

NOTIFICATION

Sub - Inter-College Transfer for S3 B.Tech for the AY 2023-24 - Notification issued - Reg.
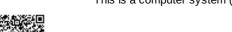
The schedule and norms for the Inter-college transfer for S3 B.Tech for the Academic Year 2023-2024 in accordance with the B.Tech Regulation of inter-college transfer are notified herewith.

Activity	Start Date	End Date	Remarks
Submission of application by students directly to the Present College.	08-08-2023	11-08-2023	Apply directly to the College, Follow the Procedure given along with the norms
Recommendation of application by the Principal of the Present College.	14-08-2023	17-08-2023	
Submission of application to the Opted College	18-08-2023	22-08-2023	
Recommendation of application by the Principal of the Opted college.	23-08-2023	24-08-2023	
Relieving from the present College and Joining in the Opted College.	04-09-2023	08-09-2023	Online (through Portal)
Last date for remitting the fees to the University.		15-09-2023	Online (through Portal)
Last date for uploading the details on the KTU portal for approval from the University (By the College).		21-09-2023	Online (through Portal)

N.B:

No student shall be transferred from the parent college without the University's final approval, which shall be completed only upon review of vacancies.

Dr. VINU THOMAS
Dean (Academic)

PROFORMA FOR INTERCOLLEGIATE TRANSFER

B.Tech S3 (2019 Admissions)

(To be Submitted to the present and opted colleges)

1. Name of Student   :
2. KTU Student ID   :
3. a) College of Present Study   :
   b) Branch of Study and semester:
   c) Type of Institution: ☐   Government
                           ☐   Government Aided
                           ☐   Self Financing

4. Details of College to which transfer is sought
   a) Name of the College :
   b) Nature of affiliation:
                           ☐   Government
                           ☐   Government Aided
                           ☐   Self-Financing

5. Do you belong to any of the following category?
       ☐   Govt. of India Nominee
       ☐   Autonomous Institutions
       ☐   Lateral Entry student.
       ☐   Admitted under TFW Scheme.
       ☐   Admitted in any supernumerary seats.
       ☐   Any other category which are ineligible for transfer as per the conditions for admission prescribed by Govt of Kerala / Govt. of India.

6. Details of Academic Performance

B .Tech Examinations	**S1**	**S2**
Have you passed in all subjects (YES/NO)		
GPA/SGPA Obtained		

Rank in the Kerala Engineering Entrance Examination	

7. **Father / Guardian's Name:**
8. **Communication Address:**

    Email:
    Mobile:
    Land Line:
    Signature of Student:
    Signature of Guardian:

9. **Recommendation from Principals**

College of Present Study	College to which admission sought
Name of College: **Recommended** ☐ **Not Recommended** ☐ **Remarks:** **Name of Principal:** **Signature of Principal:** **Date:**	**Name of College:** **Recommended** ☐ **Not Recommended** ☐ **Remarks:** **Name of Principal:** **Signature of Principal:** **Date:**
Relieved the Student: Yes ☐ **Upload the data in KTU portal :Yes** ☐ **Signature of Principal:** **Date:**	**Admitted the Student: Yes** ☐ **Upload the data in KTU portal :Yes** ☐ **Signature of Principal:** **Date:**
College Seal:	**College Seal**

(To be uploaded in KTU portal after completion of transfer.)

Regulations for Inter College Transfer for Regular B. Tech Students Studying in Colleges Affiliated to APJ Abdul Kalam Technological University - Proposal

I   SHORT TITLE

I .1   These regulations shall be called "**APJ Abdul Kalam Technological University Regulations for Inter College Transfer of Regular B. Tech (2019 Scheme).**"

II   SCOPE

II.1   The Regulations provided herein shall apply for regular B. Tech students studying in the colleges affiliated to APJ Abdul Kalam Technological University.

II.2   The provisions herein supersede all the existing Regulations for Inter College Transfer of regular B. Tech students studying in the colleges affiliated to APJ Abdul Kalam Technological University.

III   DEFINITIONS

III.1   **"University"** means APJ Abdul Kalam Technological University, Kerala

III.2   **"College"** means the college affiliated to APJ Abdul Kalam Technological University, Kerala.

III.3   **"Category"** means the category to which the student admitted in the college.

III.4   **"Academic eligibility"** means the academic eligibility requirements prescribed in the relevant prospectus for the B. Tech admission

IV   REGULATIONS

IV.1   Inter college transfer shall be applicable only for regular B. Tech students.

IV.2   The transfer shall be permitted just before the commencement of third semester.

IV.3   The transfer shall be with effect from the first working day of the third semester.

IV.4   The transfer shall be only within the sanctioned strength of the receiving college.

IV.5   The following Category of students **shall not be eligible** for inter college transfer

a. Govt. of India Nominee.

e. Lateral Entry Students.

f. Students admitted under TFW scheme.

g. Students admitted in any supernumerary seats (Eg. EWS)

h. Students of Autonomous Institutions

i. Any other category which are ineligible as per conditions for admission prescribed by Govt. of Kerala/ Govt of India.

IV.6   The transfer shall be permitted only between:

1. Between Govt/ Govt. Aided Colleges (merit seats)

2. Between Govt Controlled Self – Financing Colleges(merit seats)

3. Between Private Self Financing Colleges(merit seats)

4. Between Management quota seats in Aided Colleges

5. Between Management quota in Private Self Financing Colleges

6. Between Students admitted under NRI/PIO quota in Aided Colleges

7. Between Students admitted under NRI/PIO quota in Self-financing Colleges
 (No Transfer is permitted for students to and from Autonomous Institutions.)

IV.7   Notification inviting application for inter college transfer shall be issued by the University just before the commencement of the third semester.

IV.8   The candidate should fulfil the academic eligibility requirements for promotion to third semester.

IV.9   If the number of applicants is more than the vacant seat available in the receiving college, the transfer shall be based on the rank obtained by the applicant in the KEAM Entrance Examinations.

IV.10   The student shall opt only one college for inter college transfer.

IV.11   The candidates recommended by the Principal of the receiving college shall remit fee of Rs. 3150/- (No fee for SC/ST Students) to the University Account through portal within the stipulated date, to process the application. However, this rule is not applicable to the students transferred to other institutions under "Shift College" by University order.

IV.12   The College Transfer once approved by the University upon the recommendation of the Principal of the receiving college in the portal, subject to the conditions stipulated in the

regulations, will be final and binding on the applicant. No student will be permitted, under any circumstances, to refuse the change of college once approved by the University.

IV.13 Notwithstanding anything contained in the above regulations, if there are reasonable grounds for the University to believe that there is an emergency which requires immediate action to be taken, or if any action is required to be taken in the interest of the University or in the interest of the welfare of the students, the Syndicate shall take such action.

Procedure for College Transfer

(Student seeks a transfer from College A to College B)

Step 1: Submit a request for transfer to the Principal where he/she is presently studying (College A)

Step 2: The principal of college A may or may not recommend the transfer. Once recommended, the recommendation cannot be reversed and hence the Principal of college A has to relieve the student, if the student gets the transfer to college B.

Step 3: The Principal of college B shall publish the number of students that can be admitted based on the availability of vacant seats and based on the norms published by the University.

Step 4: Principal A relieves the student if he/she is selected by college B with necessary entries in the KTU portal.

Step 5: Principal B admits the student in College B with necessary entries in the KTU portal.

Step 6: Student remits the fee to the University.

The Principals of all the affiliated colleges are requested to take utmost caution in uploading the requests for college transfer in the University portal strictly adhering to the provisions envisaged in the B.Tech 2019 modified regulations regarding the same.