



## ವಿಶ್ವೇಶ್ವರಯ್ಯ ತಾಂತ್ರಿಕ ವಿಶ್ವವಿದ್ಯಾಲಯ

"ವಿ ಟಿ ಯು ಅಧಿನಿಯಮ ೧೯೯೪" ರ ಅಡಿಯಲ್ಲಿ, ಕರ್ನಾಟಕ ಸರ್ಕಾರದಿಂದ ಸ್ಥಾಪಿತವಾದ ತಾಂತ್ರಿಕ ವಿಶ್ವವಿದ್ಯಾಲಯ

### Visvesvaraya Technological University

(State University of Government of Karnataka Established as per the VTU Act, 1994)

"Jnana Sangama" Belagavi-590018, Karnataka, India

Dr. B.E. Rangswamy Ph.D  
Registrar

Phone: (0831) 2498100

Fax : (0831) 2405467

Ref: VTU/BGM/Aca-OS/COC/ 2023-24/ 4834

Date: 12 DEC 2023

#### CIRCULAR

**Sub : Inviting Applications for Change of College for 5<sup>th</sup> semester UG for the academic year 2023-24 from the students of Affiliated/ Affiliated- Autonomous/ Constituent/ VTU departments - reg...**

**Ref :** 1 Notification : Regulations Governing Change of College Vide No. VTU/BGM/OS-Aca/2020-21/1305 dated 21-7-2020  
2 Executive Council Resolution No. 2.2.1 dated 3-12-2022 (169th meeting)  
3 Recommendations of Dean dated 06-12-2023  
4 Hon'ble Vice Chancellor's approval dated 7-12-2023 for Notification to invite applications

The interested students may apply for the Change of College for the academic year 2023-24 for 5<sup>th</sup> semester only.

1. The procedure and norms for Change of College is as per ref (1)

2. **Schedule of Dates for Change of College :**

S.No.	Particulars	Date
1	Commencement of application on VTU web portal by students	15-12-2023
2	Last date application by students	23-12-2023

2. The NOC issued after the last notified date will not be considered by the University.

3. The NOC of the admitting college shall clearly indicate the vacancy in numerical form as per format specified in Regulations.

4. "Change of College is permitted, if the strength in any branch is not falling below 75% of the admissions, at first year level in the respective branch/ branches". Respective College principals are informed note the same, while issuing NOC to students.

5. **University Fees (All fees are non refundable):**

a. Registration fees of 600/- in all cases to be paid

b. All fees to be paid through VTU web portal at <https://prexam.vtu.ac.in/coc/> (Contact for web portal entries(if any) 0831-2498130/2498254)

S. No.	Particulars	Fees (Rs)	Documents
1	Change of College - affiliated to affiliated college	8100/- (600+7500)	NOC of both colleges, grades cards/results sheets

2

S. No.	Particulars	Fees (Rs)	Documents
3	Change of College from affiliated to autonomous college and visa versa	8100/- (600+7500)	NOC of both colleges, grades cards/results sheets, equivalence letter issued by autonomous College  Note : The student should have passed in all the subjects of previous semester ( 1 <sup>st</sup> to 4 <sup>th</sup> / 3 <sup>rd</sup> and 4 <sup>th</sup> )

**NOTE 1 :** The students who are applying for change of colleges from **VTU Autonomous Colleges and also from Other University to VTU affiliated Colleges** have to send the scanned copies of the following document to email ID - [sbhalbhavi@vtu.ac.in](mailto:sbhalbhavi@vtu.ac.in)

**1. To the Attention of students migrating from other University to VTU affiliated and affiliated Autonomous college :**

- No applications are invited for Change of University for 5<sup>th</sup> semester in respect of Engineering programmes.
  - However, the aspirants for B.Arch. programmes may apply. The same will be processed as per norms.
- Application letter for equivalence addressing to Registrar, VTU Belagavi (on plain paper, giving all contact details like email id and mobile no. of candidate)
  - Marks cards / grade cards of all previous semesters with subject wise - credits earned, Maximum marks, Minimum marks for passing, and marks scored duly attested by college principal (subject verification of original).
  - Previous (passed) semester's scheme and syllabus soft copies of leaving University/college.

Scanned copies should be emailed to - [sbhalbhavi@vtu.ac.in](mailto:sbhalbhavi@vtu.ac.in) hard copies should be posted to Registrar, VTU Belagavi

**NOTE 2 :** The students who are applying for change of colleges from **Other University to VTU Autonomous Colleges**, has to send the scanned copies of the following document to email ID - [sbhalbhavi@vtu.ac.in](mailto:sbhalbhavi@vtu.ac.in) Copy of equivalence issued by the respective autonomous College

- Marks cards of all previous semesters with subject wise - credits earned, Maximum marks, Minimum marks for passing, and marks scored duly attested by college principal (subject verification of original).

Scanned copies should be emailed to - [sbhalbhavi@vtu.ac.in](mailto:sbhalbhavi@vtu.ac.in) and hard copies should be posted to Registrar VTU Belagavi

Further, the Principals of Constituent/ Affiliated / Autonomous Colleges under VTU are hereby requested ***not to allow*** any student from other Colleges / Universities to seek the admission or to attend classes ***without prior approval of VTU, Belagavi.***

BY ORDER,

*R* 12/12/13 *RE*

REGISTRAR

*(Signature)* 12/12/13

To,

The Principals of All Engineering Colleges (Constituent/ Affiliated-Autonomous/Affiliated/ VTU Departments) to VTU, Belagavi

**Copy to:**

- Hon'ble Vice Chancellor through the Secretary to VC, VTU, Belagavi - for kind information
- The Registrar (Eval.), VTU, Belagavi
- The Regional Directors(I/C) of all the Regional Offices of VTU - for circulation
- The Director (I/c), ITISMU, Belagavi - with request to upload the circular on VTU website and also for needful to host the application
- The Special Officers and case workers (Concerned) of Academic Section, VTU, Belagavi
- The Circular file at Dispatch section

*(Signatures)*