



# SRI VENKATESWARA UNIVERSITY :: TIRUPATI

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No. C-III (8)/ Inviting ONLINE Proposals / Affiliation / 2025-26.

Date: 04.07.2025.

|                                                                            |                                                                                                                                          |
|----------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------|
| <b>From</b><br>The Registrar<br>S.V. University,<br>Tirupati<br>Sir/Madam, | <b>To</b><br>All the Principals / Correspondents of all<br>Private Un- Aided Professional Colleges<br>under S.V.University Jurisdiction. |
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**Sub:-** S.V.University – Academic Branch – A message was received from the APCFSS Technical Team through the official Whatsapp Group– Issue of Notification to all the Professional Colleges by University for submitting ONLINE Proposals through APCFSS web portal to Grant of extension Permanent / Temporary Affiliation for the academic year 2025-26. – Regarding.

- Ref:-**
1. This Office Letter No C-III (8) / Enhan. of AF, IF, SAF & HF / Ratification of EC / 2022-23, dated 23.03.2023.
  2. This Office Letter No. C-III (8) / Exep. of AF / PA Colleges / 2023-24, dated 04.04.2024.
  3. This Office Letter No C-III (6) / Guidelines / Permanent Affiliation / 2024, dated 08.09.2024
  4. This Office Letter No. C-III (8)/ Payment of RM & Other Fees / 2024-25, dated 24.01.2025.
  5. Letter No. APSCHE – Ums – C3 – 1058 / Govt. Corr. / B.Ed., / 2025, dated 22.06.2025, received from Secretary (FAC) & Joint Director, APSCHE, Mangalagiri.
  6. Message received from the " Affiliation Module" What's App Group dated 03.07.2025, maintained by the APCFSS Team under the directions of Higher Education Department, Government of Andhra Pradesh and Andhra Pradesh State Council of Higher Education (APSCHE), Mangalagiri.
  7. In-Charge Vice – Chancellor's Orders dated 04.07.2025.

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With reference to the message received from the APCFSS Technical Team vide reference 6<sup>th</sup> cited above and in pursuance of orders of the Hon'ble In-Charge Vice – Chancellor, vide reference 7<sup>th</sup> cited, I am, by direction, to inform all the Professional Colleges of the University, that the Notification has been released inviting ONLINE Proposals for Affiliations by the APCFSS Team functioning under the control of the Higher Education Department, Govt., A.P and APSCHE. In view of this the following timelines issued for Inviting ONLINE Proposals through APCFSS web portal from all Professional Colleges offering UG / PG / B.Ed.,/ M.Ed.,/ D.P.Ed.,/ B.P.Ed.,/ M.P.Ed.,/ MCA/ MBA/ IMBA / LAW Courses for consideration for grant of extension of Permanent / Affiliation for the academic year 2025-26:-

| S.No. | Details                                                     | Timelines                |
|-------|-------------------------------------------------------------|--------------------------|
| 1.    | Issue of Notification                                       | 03.07.2025               |
| 2.    | Submission of ONLINE Proposal through SVU APCFSS web portal | 04.07.2025 to 10.07.2025 |
| 3.    | Last date for submission of Hard Copy to the University     | 11.07.2025               |

Contd.,

B. Muniraja  
Pl. update  
website  
8/7/25

I am, by direction, to inform that your proposals along with required documents related to respective Colleges of the University should be sent to the University along with Affiliation Fee and Inspection Fee together with 18% GST and to credit the same in the University Bank Accounts (UBI, SBI), as detailed blow:-

**Affiliation Fee, Inspection Fee:-**

| S. No. | Type of Course / College                                                                        | Affiliation & Inspection Fee with 18% of GST (w.e.f., the academic year 2022-23) |          |
|--------|-------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------|----------|
| 1.     | Degree College<br>(Offered B.A., /B.Com., /B.Sc., / BHM/ BBA / BCA / Oriental Language Courses) | Rs.50,000/- +<br>9,000 (18% GST)<br>Rs.25,000/- +<br>4,500 (18% GST)             | 88,500/- |
| 2.     | MBA / MCA/MBA Integrated<br>(Per Course)                                                        | Rs.50,000/- +<br>9,000 (18% GST)<br>Rs.25,000/- +<br>4,500 (18% GST)             | 88,500/- |
| 3.     | Law College (UG)                                                                                | Rs.50,000/- +<br>9,000 (18% GST)<br>Rs.25,000/- +<br>4,500 (18% GST)             | 88,500/- |
| 4.     | Law Courses (PG) LLM<br>(Per Course)                                                            | Rs.40,000/- +<br>7,200 (18% GST)<br>Rs.15,000/- +<br>2,700 (18% GST)             | 64,900/- |
| 5.     | D.P.Ed/B.P.Ed / B.Ed / M.P.Ed/M.Ed<br>(Per Course)                                              | Rs.25,000/- +<br>4,500 (18% GST)<br>Rs.15,000/- +<br>2,700 (18% GST)             | 47,200/- |
| 6.     | P.G. Courses (M.A/M.Com/M.Sc)<br>(Per Course)                                                   | Rs.30,000/- +<br>5,400 (18% GST)<br>Rs.15,000/- +<br>2,700 (18% GST)             | 53,100/- |

It is also to inform you that, all the Private Un-Aided Professional Colleges have to submit Staff Approval Proposals in the prescribed format along with requisite fee as detailed below for Staff approval for the academic year 2025-26, without fail as per University letter under reference 1<sup>st</sup> cited:-

| S. No. | Staff Approval Fee (From the year 2022-23) |
|--------|--------------------------------------------|
| 1.     | Rs. 15,000/-                               |

Accordingly, all the Affiliated Colleges shall pay the above existing Affiliation fee and Inspection fee with 18% of GST through **"A" Challan only** in to the following Account Numbers of the University, as detailed hereunder; to avoid Audit Objections being faced by the University:-

| S. No. | Name of the Bank    | Branch     | Account Number  | IFSC Code   |
|--------|---------------------|------------|-----------------|-------------|
| 1.     | State Bank of India | SVU Campus | 31573994907     | SBIN0001197 |
| 2.     | Union Bank of India | SVU Campus | 103210100020320 | UBIN0810321 |

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I am, further to inform that, the Principals / Correspondents should submit the Hard Copies of ONLINE Proposal, together with following mandatory documents as submitted in APCFSS web portal, along with requisite Fee through "**A**" **Challan** only for consideration for grant of extension of Permanent / Temporary Affiliation for the academic year 2025-26 to the University:-

- i. Submission of compliance report for deficiencies identified by the University Inspection Committee (UIC) for the academic year 2024-25.
- ii. Fire Safety Certificate (Latest)
- iii. Sanitary Certificate (Latest)
- iv. Land & Society Documents
- v. FDR
- vi. Corpus Fund (if applicable)
- vii. Extension of Approval (EoP) (if, applicable)
- viii. List of Teaching and Non - Teaching Staff particulars with Qualifications, Aadhaar Numbers and Phone Numbers.

Also, I am to inform that, the Colleges which are allowed by the University, to upload ONLINE Proposals in APCFSS web portal has to re-check all fields which are available in the ONLINE Proposal viz., Class rooms, Laboratories, Teaching and Non - Teaching particulars and other related documents / information, while submitting your College Proposals to avoid further consequences from the University / Government.

I am, further to inform that, if, any of the College which will be sanctioned any Additional Section / New Course / Conversion of Course, etc., from the competent authority viz., APSCHE/ CCE / BCI / NCTE / AICTE, **after completion of the University Inspection Committee (UIC), visit, the College again should pay the Affiliation and Inspection Fee with 18% GST** to University for grant of extension Temporary Affiliation for the Course (s) / Combination (s) for the academic year 2025-26.

Further, all the Principals / Correspondents of Private Un-Aided Colleges (UG / PG / Professional) which were already granted Permanent Affiliation by the University should also send the ONLINE Proposals through APCFSS web portal along with Inspection fee with 18% of GST only for grant of extension of Permanent Affiliation (PA) for the academic year 2025-26, vide reference letter 2<sup>nd</sup> cited. It is mandatory; as insisted by Higher Education Department & APSCHE to forward their Course Sanctioned Strength to the respective ONLINE admission portal and AP CET's for the Academic Year 2025-26.

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I am, further to inform that, all the Private Un-Aided Professional Colleges are informed to submit the proposal along with prescribed Fee of an amount of Rs. 15,000/- (Rupees Fifteen Thousand Only) for Staff approval in the prescribed proforma along with Educational Qualifications of Teaching Staff of respective College with Staff attested Photo Copies by Principal / Correspondent for Staff approval for the academic year 2025-26, vide reference letter 1<sup>st</sup> cited.

Further, it is also informed that, all the Professional Colleges are requested to clear the RM, IUT, ICT, Special Fee and other Fee Dues up to the academic year 2024-25, vide reference letter 4<sup>th</sup> cited, without fail and should get No Due Certificate after Clearance of pending Fee Dues from the Concerned, C-I Section, Academic Branch, SVU Office for the above said purpose; and also requested to submit the Return of Matriculates (RM) as per the proforma suggested by the University. The Professional Colleges concerned shall enclose the No Due Certificate to the Hard Copy of ONLINE Proposal which will be submitted through APCFSS web portal along with requisite Fee to the University for Grant of extension of Permanent / Affiliation for the academic year 2025-26. **If, fails to clear the dues by the College concerned, the University will not give access to such Colleges to upload ONLINE Affiliation Proposals in APCFSS webportal for grant of extension of Permanent / Temporary Affiliation for the academic year 2025-26 and will not confirm the Course (s) which are being offered in the Colleges concerned through Online Admission Module for Degree Colleges (OAMDC) web portal and to other respective AP CET's ; which are also being offered by the Colleges concerned,** for the academic year 2025-26.

Also, I am to inform that for queries and any technical issues arises in Affiliation Process in APCFSS webportal and also Under Graduate (UG) ONLINE Admissions in Online Admission Module for Degree Colleges (OAMDC) web portal; you have to contact Dr. C. Nrisimha Ramkiran, Senior Assistant, C-III Section, Academic Branch, SVU Office along with screenshot of Technical error duly sending the same to Dean, CDC Email viz., deancdsvutpt@gmail.com to resolve the issue immediately.

Further, it is also informed that, each College should pay an amount of Rs. 2,000/- (Rupees Two Thousand Only) + GST to APCFSS as User Charges at the time of entering the data in the affiliation portal for the academic year 2025-26.

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This is for your information and looking forward for your immediate response in the matter to the process the Affiliations in the timelines given by the Higher Education Department / APSCH, AP.

Encl: SBI " A " Challan  
UBI " A " Challan  
Staff Approval Proforma

**Yours Sincerely,**  
**Sd/-M. BHUPATHI NAIDU**  
**REGISTRAR**

- Copy Submitted to the Principal Secretary to the Government, Higher Education Department, A.P. Secretariat, Velagapudi, for kind information.
- Copy to the Secretary, Andhra Pradesh State Council of Higher Education (APSCHE), 3<sup>rd</sup>, 4<sup>th</sup> & 5<sup>th</sup> floors, Neeladri Towers, Sri Ram Nagar, 6<sup>th</sup> Battalion Road, Atmakur (v), Mangalagiri (m), Guntur - 522 503.
- Copy to the Director & CEO, APCFSS for information and necessary action in this regard
- Copy to the Finance Officer, S.V. University, Tirupati for information.
- Copy to the Director I/c, Computer Centre, S.V. University, Tirupati with a request to upload the Notification in the S.V. University website, without fail, for necessary action.
- Copy to the Superintendent, C-I Section, Academic Branch, S.V. University, Tirupati, for information and necessary action.
- Copy to the all Seats in C-III Section, Academic Branch, S.V. University, Tirupati, for information and necessary action.
- Copy to the Superintendent, A-III Section, Finance & Accounts Branch, S.V. University, Tirupati for information.
- Copy to the Controller of Examinations, S.V. University, Tirupati, for information.
- Copy to PS to Vice - Chancellor /PA to Rector / Registrar/Dean, CDC, S.V. University, Tirupati, for information.
- Copy to File / Master File.

// t.c.f.b.o //

  
**DEPUTY REGISTRAR**  
**(ACADEMIC)**