

No.ANU/DAMC/SC&ST Cell/DB/Colleges/2007

Date. 06.08.2007

To

The Principals of all Affiliated Colleges  
ANU Area.

**MOST URGENT**  
**REMINDER -4**

Sir/Madam,

Sub: ANU – DAMC&SC&ST Cell – Building up database of affiliated Colleges –  
Information requested – Reg.

Ref: 1. DO.No.F-1-8/2006 (SCT), dated 19.01.2007 from Shri sharanjith Singh, Deputy  
Secretary, UGC, New Delhi.

2. This office letter No. ANU/DAMC/DB/Colleges/2007, dt. 23.01.2007.

3. This office letter No. ANU/DAMC/DB/Colleges/2007, dt. 09.02.2007.

4. This office letter No. ANU/DAMC/DB/Colleges/2007, dt. 29.03.2007

5. This office letter No. ANU/DAMC/DB/Colleges/2007, dt. 26.04.2007

6. This office letter No. ANU/DAMC/DB/Colleges/2007, dt. 04.05.2007

7. Lr.No. F.1-5/2006 (SCT), dated 01.07.2007 from the Deputy Secretary,  
UGC, New Delhi.

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I am to bring to your kind notice that the University has, vide its letters cited at Ref '1 & 2', requested the affiliated Colleges to submit the statistical information pertaining to the colleges in eight formats to the University team at the nodal centres fixed for the purpose as per the date and time indicated in our letters cited at 1 & 2. But your college did not submit the information either at the nodal centre or in the office of the IQAC, ANU so far inspite of reminders sent to you several times vide this office letters cited at Ref 4 to 6.

Therefore, I request you to furnish the filled-in information in the eight formats in two hard copies and one soft copy - formats I,II,III,VI, VII,VIII in Microsoft Word and IV and V formats in Microsoft Excel file - to the office of the IQAC, ANU by deputing your representative, who is well acquainted with this work, to the University for this purpose. In case the eight blank formats are not readily available with you, they be down loaded from the Acharya Nagarjuna University website entitled [www.anu.ac.in](http://www.anu.ac.in).' Since the furnishing of this information is very important for finalizing the database requirements of the University, I request you to accord top priority to this work and depute your representative for submitting information to the University not later than 30.08.2007 with out fail so as to forward the same to UGC, New Delhi as the Ministry of Human Resource Development is pressing hard for the above information.

**Please treat the matter as most important and urgent.**

Thanking you,

Yours Sincerely,

**REGISTRAR**

Encl: As above.

Copy to the Co-ordinator, IQAC, ANU.  
Copy to the Deputy Registrar, SC&ST Cell, ANU.  
Copy to the Deputy Registrar, Affiliation Section, ANU  
OOF