

**NTR GOVERNMENT DEGREE COLLEGE FOR WOMEN,  
MAHABUBNAGAR, TS.**



NAAC Reaccredited with B-ISO 9001:2015

<https://gdcts.cgq.gov.in/ntrwomen.edu>

## STUDENTS CHARTER

### Academics

#### Objective:

The purpose of this Student Charter is to make the students/ parents aware of the services provided by the college to them and provide quality service to the students of the college.

#### SERVICES PROVIDED:

**1) Admissions:** Procedures as per DOST notifications. TSCHE and CCE

**2) Fee:** As mentioned by the Govt/CCE

**3) Academic Programmes:** As per the schedule provided by the University almanac.

**4) Library:** During College Timings. Webopac available online

#### 4) Extra Curricular Activities:

a) Games and Sports facilities :

b) NCC/NSS : NCC 100 Students. NSS:300 Students for three units.

c) Literacy and cultural activities : As per schedule

d) Career guidance programmes: As per job notifications

e) Guest lecturers / Extension lectures : 2 lectures in each semester for each subject.

f) Hobbies: During Holidays and at end of semester

g) MANA TV,: As per schedule

#### 5) Issue of certificates for regular students (as per rules and on submission of application in proper form):

a) Transfer Certificate : 2 Days - Office

b) Bonafide and Conduct Certificate : Same Day- Office

#### 6) Scholarship: As per the procedure :

a) Issue of cheques : 7 Days Scholarship incharge

## Exam Branch/University

SL.NO	Nature of Work	Period
1	First Internal Exam	After Completion of 40% to 45% of Syllabus
2	Second Internal Exam	After Completion of 85% of Syllabus
3	Semester Exam	After Completion of 90 Working Days
4	Re-Valuation / Re-Counting	20 Days
5	Improvement	Only When Candidate Clears All The Subjects at a Time of Respective Semester.
6	Semester / Consolidated Memo of Marks	After 20 Days of Declaration of Results
7	Duplicate Semester / Consolidated Memo of Marks	5 Days
8	Convocation / Migration Forms Verification	3 Days
9	Provisional Certificate	After 30 Days of Declaration of Revaluation Results
10	Convocation / Migration Certificates	After Applying, Issued by Palamuru University as per Schedule
11	Examination Schedule & Fee Details	Notified at the Time of Semester Examination

Principal