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## ANNA UNIVERSITY CHENNAI

CHENNAI – 600 025

**Dr. M. RAAJENTHIREN**  
**ADDITIONAL REGISTRAR**

Circular No. 001/Addl. Reg./Regular Prog. Fees/2009

Dated: 15.04.2009

### CIRCULAR

Sub: Fees Collection – UG & PG Regular Programme 2009 – 2010 – All Odd Semesters (Except I Semester) – Payment of Odd Semester fees July 2009 – December 2009 Session – Reg.  
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The students of UG and PG Regular Programme are instructed to pay the Odd Semester fees (July 2009 – December 2009) on the following dates.

<b><u>REGULAR PROGRAMME</u></b> (For whom classes commences from 01.07.2009)	
<b>29.06.2009</b> <b>to</b> <b>04.07.2009</b>	<ul style="list-style-type: none"><li>• B.E. / B.Tech. (All Branches) – III, V &amp; VII</li><li>• M.E. / M.Tech. (All Branches) – III &amp; V</li><li>• M.Sc. (All branches) – III</li><li>• MCA – III &amp; V</li><li>• MBA – III</li><li>• M.Plan. – III</li></ul>

### **PAYMENT OF FEES WITH FINE FOR BOTH UG / PG PROGRAMME**

1.	Late Payment of fees is permissible with fine <b>Rs. 200/-</b> for all semesters of UG / PG Regular Programmes. (Except I Semester)	<b>06.07.2009 to 14.07.2009</b>
2.	Re-admission with Specific approval from Respective HOD and Dean with fine <b>Rs. 700/- (Re-admission Fee Rs. 500/- + Fine Rs. 200/-)</b> . (Except I Semester)	<b>15.07.2009 to 28.07.2009</b>

## **NOTE**

1. The students who do not pay the fees even by the deadline **28.07.2009 as mentioned above are deemed to have discontinued. Their names from the class rolls will stand deleted automatically.**
2. No candidate shall be re-admitted after 28.07.2009.
3. **Examinations Fees** – The examination fees is to be remitted in the Registrar's A/c at SBI, Anna University Chennai branch and MIT Special Extension Counter from 29.06.2009 to 04.07.2009 in the prescribed challan available in the HOD's office.
4. SC / ST students who are availing tuition fees concession are directed to collect tuition fees challan from the SC / ST Cell.
5. Students admitted under physically handicapped quota (2008-09 admission) have to get endorsement from the respective campus Deans on the Tuition fees challan and enclose copy of the admission letter for reference.

Further, the students are also instructed to pay the fees by remitting the Cash / Demand Draft in the prescribed challan and the Examination fees in its prescribed challan in the Registrar's A/c at SBI, Anna University Branch and MIT Special Extension Counter. After remittance the Registrar's copy challan should be handed over to the respective Dean's Office and the HOD's copy to the HOD concerned and subsequently enrollment may be made at the respective Departments.

**The students are advised to obtain the fees details and the remittance challan as well as the Examination fee Challan from their HOD's Office.**

**ADDITIONAL REGISTRAR**

**To**

**All Students and Hostel Notice Boards of CEG / ACT / MIT / SAP Campus**

**Copy to:**

1. All HOD's / Directors of Centers
  - With a request to arrange to issue the fee challan to the students and collect the same from this office by last week of June 2009.
2. The Additional Controller of Examination (UD), Anna University Chennai.
  - With a request to arrange to issue the Examination fee challan to the HOD's office.
3. The Branch Manager, SBI, Anna University Branch.
  - With a request to arrange to open extra special counters exclusively for the fees collection on the above mentioned days and also to open Special Extension Counter in MIT Campus, Chromepet on the fees collection days.
4. The Dean, CEG / ACT / MIT / SAP Campus.
5. The DCOE, CEG / ACT / MIT / SAP campus.
6. The Director, Academic Courses, Anna University Chennai.
7. The Director, CPDE, Anna University Chennai.
8. The Director, International Affairs, Anna University Chennai.
9. The P.S to the Vice – Chancellor, Anna University Chennai.
10. The P.A to the Registrar, Anna University Chennai.
11. The Finance Officer, Anna University Chennai.
12. The Deputy Registrar (Finance), Anna University Chennai.
13. The Superintendent, FA 40 section.
14. The Stock file.