



Ref: VTU/R/53/665/

24th February 2010

Dear Parent,

We are happy to inform you that the first year course of your ward will soon be coming to an end. The chosen Branch of study will be allotted from the next academic year commencing from 24th June 2010.

We take this opportunity to thank you for having entrusted the task of grooming your ward under our care and assure you that we are doing everything possible to fulfill your expectations.

The University has provided all the necessary study materials, books, note books, instruments and laboratory protection to properly pursue the course of study. Experienced faculties have been handling the subjects. Unit-wise assignments, Periodic class tests, cycle tests and model examinations have been held according to the schedule, papers corrected and given back promptly.

There were many cultural events during this period, celebrating the festivities of all religions. There were two dozen technical seminars, industrial visits, etc., to provide an opportunity to the students to excel in extra-curricular activities and also to have an idea about the industry.

During this period, the University has registered a phenomenal growth - All efforts were taken to equip the students with the latest information and technology and opportunities to work with industries. The Chancellor had formulated a separate team of 20 dedicated faculty to continuously explore the possibilities of establishing Industry-Institution relationships for Academic Collaboration, Project Works, Research & Development, Placement & Training in all types of industries in India and abroad.

The year witnessed a spectacular success in terms of collaborations with foreign universities including OKLAHOMA STATE UNIVERSITY, USA and reputed Universities in UK, Australia and research organizations in Mexico, China, Japan, Singapore, Malaysia, Korea, etc. Memorandum of Understandings (MOU) were actually signed with more than 35 research organizations and industries including Public sector undertakings in the country like Steel Authority of India Ltd., (SAIL), HMT Ltd.,

Hindustan Aeronautics Ltd., (HAL), Centre for Development of Advanced Computing (C-DAC), Fluid Control Research Institute (FCRI), Telecom Centre of Excellence India (TCOE India), C-DOT Alcatel-Lucent Research Centre Private Limited (CARC), etc. Apart from the above, a lot of opportunities have been created for the willing students to acquire additional qualifications while studying. Separate Schools have been opened to provide value addition courses in association with EMC², NASSCOM, MICROSOFT, SUN MICROSOFT, CISCO, British Council, ORACLE, C-DAC, Pune, etc. These value addition courses will enrich your ward not only in the state-of-the-art knowledge in the chosen field, but also an immediate employment, by the time he/she completes the study. To enable the students to enrich their knowledge base and improve overall personality, 44 clubs in three categories viz., Co-curricular, Sports & Social service and Extra curricular have been created. Details of the clubs are available in our website www.veltechuniv.edu.in and your ward is welcome to join the clubs and make use of the opportunity.

In short, the University is preparing student to be EMPLOYMENT READY on day one. Apart from the above, the students will also be given training in soft skills and communication in English. We are sure you have received 'VEL TECH NEWS' by now and enjoyed reading it. Please find enclosed a Bulletin featuring more of these. We are sure, you would have been keeping track of your ward's progress through internet facility with exclusive log in ID given to you already. However, for your ready reference, we enclose an upto date statement of progress and achievement by your ward.

We have received several representations from students for longer study holidays before the annual examinations in April 2010. After careful consideration of these requests, we have decided to hold only one model examination instead of two originally planned. This will provide more time for students to prepare for the university examinations. Accordingly, the study holidays will begin from 7th March 2010. The model practical examinations will be held from Sunday, the 11th April 2010 followed by university practicals from 17.4.2010 and the university theory examinations from 24.4.2010. There is no change in the university examination schedules from 24th April to 10th May 2010. Thereafter, from 11th May 2010 the summer vacation will start. The examination fee of Rs.5,000/- shall be paid on or before 15.4.2010. The application form for university examination can be downloaded from the website www.veltechuniv.edu.in through student login. The examination fees and other due amounts are also displayed in the student login.

As you know, the next academic year will commence on 24th June 2010. Books for common subjects, note books, records, blazer, etc., will be provided. The students will have to make payment of tuition fees and also the hostel fees well in advance. As you are aware, there is a huge demand for hostel accommodation. But only limited rooms are available for the second year students. You are requested to make a quick choice of the type of accommodation required, as the accommodation will be filled on first-come-first-serve basis on full payment. If your ward is already a hosteller, separate Admission fees and Caution Deposit will not be required. Only Hostel fees will have to

be paid. A chart showing various types of accommodation and hostel fees for each type is enclosed herewith for your immediate reference. **Please ensure that the hostel fees are paid before 31st March 2010.**

As you are aware, in a glittering function held on 5th November 2009, Hon'ble Smt. D.Purandeswari, Minister of State for Human Resource Development, Government of India, gave away the VEL TECH Mahatma Gandhi National Merit Scholarships to 128 students of the first year. 100% Scholarships each varying from Rs.1.00 lac to Rs.1.25 lac towards Tuition Fees, Hostel fees and Mess fees for the first year to top 3 students from each State, who joined the University were awarded by cheques. This included a refund of Rs.40,000/- towards Hostel fees in respect of Hostellers. If your ward has been in receipt of VEL TECH Mahatma Gandhi National Merit Scholarships under Scheme-A (100% Scholarship), **the payment of Tuition fees and the Hostel fees in full will be required to be paid as applicable to all others.** In case your ward fulfils the conditions of this scholarship scheme and is eligible for second year also, the Tuition fees and if hosteller, a sum of Rs.45,000/- will be refunded in October 2010. **Hence please note that every one will be required to pay the Hostel fees on or before 31st March 2010 and Tuition fees on or before 30th June 2010. Please note there is no change in Tuition fee structure.** The amount that was paid for the first year (2009-10) will be required to be paid for the second year (2010-2011).

All payments shall be made by DD drawn in favour of 'VEL TECH RANGARAJAN Dr.SAGUNTHALA R&D INSTITUTE OF SCIENCE AND TECHNOLOGY'.

As per the orders of the Supreme Court, alongwith you, your ward will have to take an undertaking for Anti-Ragging in the prescribed form enclosed herewith. Apart from this, joint declaration of good behaviour including anti-sexual harassment will have to be signed by both the parent and your ward and submitted at the time of payment of fees. Without these duly signed declarations, A-card, Books, and notes will not be issued.

You are free to contact 044-26841601/26840896/26840869 for further details. You may also send your feedback in the enclosed form, including your requirements, etc., which will receive our immediate attention.

Thank you and assuring best of our services at all times,

Yours truly,

Dr.M.Koteeswaran
VICE CHANCELLOR

Enclosures :-

1. Bulletin
2. Statement of Progress & Achievement by the Ward
3. Accommodation & Hostel fee chart
4. Anti-Ragging Affidavit
5. Declaration of good behaviour
6. Parent's Feedback form.

Fees Payment Schedule

Sl.No	Particulars	Last date for payment
1	Payment of Hostel fees (see chart for rates)	31.03.2010
2	Payment for I year Annual examination fees of Rs.5,000/- and due amount, if any.	15.04.2010
3	Tuition fees for 2010 – 11 (2 nd Year)	30.06.2010
4	Exam fees for improvement / Reappearance**	30.06.2010
5	Examination fees for Under Graduate courses	Rs.400/- per subject
6	Examination fees for Post Graduate courses	Rs.500/- per subject
** Every student who has failed in any subject should apply for Re-appearance Exam. Improvement/Reappearance examinations will be held only for Theory papers. Those who fail in practical examinations, will be allowed to reappear during the end-semester examinations.		

Dates to Remember

1	I Year university examinations commence from	17.04.2010
2	Publication of examination results for Under Graduate courses (in our website www.veltechuniv.edu.in)	15.06.2010
3	Publication of examination results for Post Graduate courses (in our website www.veltechuniv.edu.in)	30.07.2010
4	III Semester for UG programmes commence on	24.06.2010
5	III Semester for Post Graduate programmes commence on	06.08.2010
6	Improvement/Reappearance examinations commence from	05.07.2010
7	Publication of results of Improvement/Reappearance examinations for both Under Graduate & Post Graduate courses	30.07.2010



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24th February 2010

HOSTEL FEE STRUCTURE FOR 2010-11 (DOMESTIC)

HOSTEL FEES FOR EXISTING STUDENTS AT LORDS GENTS HOSTEL & FOR GIRL STUDENTS AT QUEENS / PADMAVATHY LADIES HOSTELS

Particulars	Single		Double		Three		Four
	A/C	Non A/C	A/C	Non A/C	A/C	Non A/C	Non A/C
Hostel Fee(Rs.)	80,000	65,000	70,000	55,000	60,000	50,000	45,000
Caution Deposit(Rs.)*	5,000	5,000	5,000	5,000	5,000	5,000	5,000
Admission Fee(Rs.)**	5,000	5,000	5,000	5,000	5,000	5,000	5,000
Total Rs.	90,000	75,000	80,000	65,000	70,000	60,000	55,000

* Refundable on vacating the hostel.

** Non-Refundable one time payment during the entire programme.

Admission Fee only for Hostel new admission.

AVAILABILITY OF ROOMS (ON FIRST COME FIRST SERVE BASIS)

Sl.No.	Room Category	For Gents (Lords Hostel)	For Ladies
1	Single	32	All single rooms in Queens Ladies Hostel East Wing.
2	2-in-1	128	All 2-in-1 rooms in Queens Ladies Hostel East Wing.
3	3-in-1	198	At Goddess Padmavathy Ladies Hostel.
4	4-in-1	100	At Goddess Padmavathy Ladies Hostel.

Note:

A/C will be working from 7 pm to 7 am

First come first serve basis

Last date for payment of Hostel fees 31-03-2010

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The Registrar
Vel Tech Dr.RR & Dr.SR Technical University
No.42, Avadi-Vel Tech Road
CHENNAI - 600 062

DECLARATION OF GOOD BEHAVIOUR
By Student & counter-signed by Parent/Guardian

I, Mr./Ms. , S/D/of aged
years, ID No. studying in Degree programme in
. Branch Semester Section do hereby confirm as
follows :

1. I hereby solemnly confirm that I have received a copy of the General Code of Conduct and I have read and understood the various rules & regulations and General Code of Conduct for students in the University.
2. I declare that I shall abide by the rules governing dress code scrupulously and I shall not wear any garment violating the said rules.
3. I declare that I shall not bring any cell phone inside the campus and I am aware that it is prohibited and further that if I violate, such instrument will be forfeited. I realise that prohibition of use of cell phone inside the campus is not to disturb others, especially in the class and could be used by any one for sexual harassment, which is totally prohibited by the Supreme Court of India.
4. I declare that I shall be punctual to the class and I will not be allowed inside the campus, if I appear late.
5. I further declare that I shall attend all the tests and examinations stipulated and all the rules & regulations governing the tests and examinations will be observed by me without violation.
6. I declare that I shall not cause disturbance by word or action (unruly behaviour under the pretext of singing, dancing, playing music or any audio equipment, talking loudly, dressing improperly, throwing waste, etc.) inside the campus including hostel premises.
7. I declare further that I shall not be loitering or causing any disturbance in the class or any other places and further that I shall not indulge in ragging, which is totally prohibited or any uncivilized act or violate any rule in force.
8. I declare that I am aware that violation of any of these and other rules contained in the General Code of Conduct book supplied to me, I will be liable to be charged for indiscipline and I shall face the consequences arising thereof.

ID Number
Date

Signature of student

I consent to the above and declare that in case of violation, the university may take suitable action.
Place
Date

Signature of Parent/Guardian

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FEEDBACK FROM PARENTS

From

To

Parent's Name:

The Registrar

Ward's Name, Branch & VTU Number :

Vel Tech Dr.RR & Dr.SR Technical
University

Address:

42, Vel Tech – Avadi Road
Chennai 600 062

(Suggestions and Comments)

Place :

Date :

Signature