

## **Migration Procedure**

Student from any other affiliated College of Jammu University or other University of state or interstate migration of students is permitted subject to fulfillment of conditions of the University. Similarly, J&K students studying in Institutions outside the UT of J&K are permitted to migrate to the College subject to approval of University of Jammu. The process of migration of students is regulated by University regulations reproduced hereinunder. However, no migration request from a student from Institution not approved by PCI is entertained.

1. A student desiring to leave the College or a recognized Institution, of which he has become a member and joins another College or other recognized Institution during an academic year, shall-
  - (i) Apply for migration on the prescribed form;
  - (ii) Make payment of all College fees, if any, due upto date;
  - (iii) Refund whatever scholarship or bursary has been paid to him/her from the College or recognized Institution funds, if required by the College or recognized Institution to do so.
2. Every application for inter-College migration must be accompanied with a fee of Rs 150/-<sup>1</sup> which shall not be refunded even if the application is rejected.
3. Migration shall not be sanctioned unless the Principals of both the Colleges/Institutions agree and fee of Rs.150/- has been paid.
4. When migration of a student has been sanctioned by the University, he/she must join the new College or Institution immediately and not later than the 15<sup>th</sup> day after the migration certificate has been sanctioned.
5. If a student changes his/her mind for migration, he/she must inform the Registrar immediately through the Institution from which he/she intend to migrate.
6. No migration certificate can be issued unless the student has been registered already.
7. Inter-College migration shall be allowed only at the beginning of academic year.

8. Tuition fee, for academic session in full if any, shall be payable by the student to the Principal of the College or the recognized Institution from which he/she migrates.

### **Migration to other University**

9. If a student wishes to join another University or Educational Institute outside the territorial jurisdiction of the University, he/she may be granted a migration certificate on his/her applying on the prescribed form and paying a fee of Rs.320/-. In the case of an applicant who is on the rolls of a University Department, College or any other recognized Institution, such application shall be forwarded by the Head of the University Department or the Principal of College/Institution concerned.

The certificate shall ordinarily be issued within a week of the receipt of the application and the fee, provided that the form is complete in all details.

No person is entitled to apply on behalf of another person or to receive his/her own or another person's certificate personally from the office. The certificate will always be sent by registered post.