



**योजना तथा वास्तुकला विद्यालय, विजयवाड़ा**  
**School of Planning and Architecture, Vijayawada**  
**An Institute of National Importance, Ministry of Education Gov. of India**

No.1.1/SPAV/Exams/2024-25

Dated: 24.04.2025

**NOTICE**

It is hereby informed to all the students of UG, PG & Ph.D Programmes that, all are required to submit the "No Dues" form (Annexure I for Architecture & Annexure II for Planning) to their respective Department's prior to the commencement of the Even Semester, Regular End Examinations, A.Y 2024-2025. After clearing all the dues, the "Admit Cards" for examination will be issued to the students.

In this regard, all students are advised to adhere the directions strictly for attending the Even Semester, Regular End Examinations, A.Y 2024-2025 scheduled from 5<sup>th</sup> May 2025 to 16<sup>th</sup> May 2025. 'No Dues' form is available with their respective Departments & SPAV Website.

This is issued with the approval of the Competent Authority.

Dean Academics

**Copy to:**

1. Director, for kind information please
2. All Deans/ HODs/ Section Heads
3. FI (CC) & IT Section – to upload the same on the Institute website.



# योजना तथा वास्तुकला विद्यालय, विजयवाड़ा School of Planning and Architecture, Vijayawada

An Institute of National Importance, Ministry of Education, Govt. of India  
Sy.No. 4/4, ITI Road, Vijayawada – 520 008, Andhra Pradesh

Annexure I

## NO DUES FORM

(for UG, PG & Ph.D Students - for issue of Admit Cards during End Exams )

Date: \_\_\_\_/\_\_\_\_/20\_\_\_\_

Name of the Student : \_\_\_\_\_  
Registration No : \_\_\_\_\_  
Course : B.Arch./M.Arch.(SA/LA/AC/MBEM/MUD/DES)/Ph.D (Please tick)  
Semester : Odd / Even (Please tick)  
Academic Year : 20\_\_\_\_-\_\_\_\_

Certified that the student named above has returned the materials and paid all the school dues in respect of:

S. No.	Particulars	Name of the in-Charge	Signature with Date
1	Library	Mr. G. S.Viswanath	
2	Hostel	Chief Warden	
3	Mess	Ar. Deepak Kumar/ Dr Rajakumari Muthusamy	
4	Accounts (School Fees due)	Accounts Section	
5	Anti-Ragging Committee	Ar. Ch. Karthik	
6	Sports/Musical instruments	Dr. Prashanti Rao/ Dr. Srinivas D / Mr. P. Santhosh Kumar	
7	Art Lab	Mr. P Santhosh Kumar/	
8	Climatology/Energy Studies/Acoustic Lab	Dr. Lilly Rose A/ Dr. Faiz Ahmed Ch	
9	Structures /Material Testing/ Survey Lab	Dr. P. Siva Prasad	
10	Conservation Lab	Ar. Sanjay Bhandari	
11	Landscape Lab	Dr. Banu Chitra	
12	Material and Construction Lab	Ar. Ch. Karthik	
13	Central Computer Lab	Dr. Uma Sankar B / Mr. K M Govindan	
14	Construction Yard	Ar. Deepak	
15	Model Making and Carpentry Workshop	Dr. Jagath Kumari D	
16	M.B.E.M. Lab	Dr. Kranti Kumar M	

**Instructions:** 1. The student is required to submit the duly filled and signed 'No Dues' form to their respective Head's of the Department, on or before 28 April 2025, for issue of Admit Cards for End Examinations.

2. If you are not engaged with any of the above Lab, mention N.A.

3. For Students declared ineligible due to attendance shortage/internal marks, this may be submitted before the Supplementary/next exam.

(Signature of the Student)

Head, Dept. of Architecture



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150

Annexure II

### NO DUES FORM

(for UG, PG & Ph.D Students - for issue of Admit Cards during End Exams )

Date: \_\_\_\_/\_\_\_\_/20\_\_\_\_

Name of the Student : \_\_\_\_\_  
Registration No : \_\_\_\_\_  
Course : B.Plan. / M.Plan. (EPM/ URP/ TP)/ Ph.D (Please tick)  
Semester : Odd / Even (Please tick)  
Academic Year : 20\_\_\_\_ - \_\_\_\_

Certified that the student named above has returned the materials and paid all the school dues in respect of:

S. No.	Particulars	Name of the in-Charge	Signature with Date
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3	Mess	Ar. Deepak Kumar / Dr Rajakumari Muthusamy	
4	Accounts (School Fees due)	Accounts Section	
5	Anti-Ragging Committee	Ar. Ch. Karthik	
6	Sports/Musical instruments	Dr. Prashanti Rao/ Dr. Srinivas D / Mr. P. Santhosh Kumar	
7	Environmental Lab	Ms. Ekta	
8	GIS Lab	Dr. Naina Gupta	
9	Transportation Lab	Dr. Naina Gupta	
10	Central Computer Lab	Dr. Uma Sankar B / Mr. K M Govindan	

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2. If you are not engaged with any of the above Lab, mention N.A.  
3. For Students declared ineligible due to attendance shortage/internal marks, this may be submitted before the Supplementary/next exam.

(Signature of the Student)

Head, Dept. of Planning