

## PROFORMA –‘A’

Name of the College: UNIVERSITY COLLEGE OF ARTS & SOCIAL SCIENCES, O.U.

Subject: Telugu

S. No	Class and Year	No. of Sections	No. of students in each section	No. of teaching hours per week		Total workload for the class (Col. 6+7)	Remarks
1	2	3	4	5 (Theory)	6 (Practical)	7	8
1.	MA Ist Year II-Sem	1	45	24	Nil	24	-
2	M.A IIInd year IV-Sem	1	28	24	Nil	24	
	Total			48		48	

Total workload subject:-

\*UG: 1:20 and PG : 1:11

Head of the Department

**HEAD**  
**Dept. of Telugu**  
**Osmania University**  
**Hyderabad-07, Telangana**

Note: photocopy of approved scheme of Instructions / examinations to be enclosed.

Principal  
**PRINCIPAL**

**Univ. College of Arts & Social Sciences**  
**Osmania University**  
**HYDERABAD - 500 007 (TS)**

## PROFORMA –‘B’

Name of the College: UNIVERSITY COLLEGE OF ARTS & SOCIAL SCIENCES, O.U.

Subject: Telugu

1. Total workload : 48 (PG)+ 10( Ph.D., )
2. Workload shared by the regular teachers : 48 ( PG)
3. Workload allotted to Part-Time Lecturer : --  
Not exceeding 10 Hours / Week : --
4. Workload for which arrangements to be made : --

S. No	Name of the Teachers*	Theory	Total
1.	Prof. C. Kaseem , Principal, UCA&SS, OU.	06	06
2.	Prof. S. Kamalakara Sharma, Head, Dept. of Telugu, O.U.	12	12
3.	Dr. A. Vijaya Laxmi, Chairperson, BoS, Dept. of Telugu, O.U.	14	14
4.	Dr. S. Raghu, Asst. Professor, Dept. of Telugu, O.U.	16	16
	Total	48	48

- Indicate the teachers if any holding administrative post.
- Note: Extra six classes will be allotted to Part- Time Lecturer.

Head of the department

**HEAD**  
**Dept. of Telugu**  
**Osmania University**  
**Hyderabad-07, Telangana**  
Note: -

Principal

**PRINCIPAL**  
**Univ. College of Arts & Social Sciences**  
**Osmania University**  
**HYDERABAD - 500 007 (TS)**

1. No Changes in the workload / additional Part –Time claims should be submitted after the teaching Arrangements are approved by the University.
2. Changes, if any are entertained only in case teacher is retired / transferred / went on leave.