



**CONTROLLER OF EXAMINATIONS
PALAMURU UNIVERSITY
MAHABUBNAGAR-509001**

(Accredited by NAAC with 'B' Grade)

No. 113/M.B.A/Exams/2019

Date: 21-12-2019

NOTIFICATION

M.B.A. I-SEMESTER (REGULAR/BACKLOG) EXAMINATIONS, DEC-2019

It is hereby notified to all candidates of **M.B.A.** of University campus college, PG centers and Affiliated colleges of Palamuru University that the **I - Semester (Regular/Backlog) Examinations are scheduled in the month of January, 2020.** The detailed Time-Table will be notified in due course.

Candidates belonging to the academic year 2013-14 and prior to this academic year should not apply for any of their backlog paper(s).

Further, it is informed that the candidates of M.B.A who were admitted during the Academic year **2014-15 & 2015-16 (i.e., 2014 Batch & 2015 Batch)**, have to pay **Rs. 1000/-** for each backlog paper in addition to normal examination fee.

This is the last chance for the candidates admitted during the Academic Year 2014- 2015 & 2015-2016 to appear for the backlog examinations.

The payment of examination fee and submission of examination application forms is as follows: -

DETAILS OF EXAMINATION FEE

| | | |
|---------|---|--|
| REGULAR | Examination fee-Rs.1500/- + Memorandum of marks is Rs.65/- + Rs.240(One-time Examination Processing Fee) Total fee is Rs.1805/- | |
| BACKLOG | More than two papers | Exam fee Rs.1500/- + Memorandum of marks is Rs.65/- = Rs.1565/- |
| | Up to two paper | Exam fee Rs.715/- + Memorandum of marks is Rs.65/- = Rs. 780/- |

The payment of examination fee and submission of examination application forms is as follows: -

| Description | Last dates | |
|---|-------------------|----------------------------|
| | Without late fee | With late fee of Rs. 200/- |
| <u>For Students:</u> Payment of Examinations fee and submission of Examination application forms at their respective colleges. | 02-01-2020 | 06-01-2020 |
| <u>For Colleges:</u> 1. Remittance of consolidated Examination fee to Registrar, Palamuru University Exam Fee Fund A/C No. 62078258948 | 04-01-2020 | 08-01-2020 |
| 2. Submission of examination application forms | 10-01-2020 | |

GENERAL CONDITIONS TO THE PRINCIPALS: -

1. Exam application forms duly signed by the student and the Principal concerned along with photocopy of qualifying examination should be submitted to the examination branch before the last date. The delay in submission after the last date will attract penalty **Rs.1000/-** per day. Photocopies of Examination application forms will not be considered.
2. The Principal is requested to pay the examination fee for received application forms and not to pay the fee for un-received application forms. Any excess fee for un-received application forms are not refundable.
3. The principal is requested to verify and forward all the application forms immediately along with the Name List (Nominal Roll) in prescribed Proforma, subject wise data & fee particulars in duplicate.
4. **The College will be held responsible for any mistake committed while filling the Candidate name; mother name, father name and paper title (Theory & Practical). IN CASE OF ANY MISTAKE RS. 500/- will be levied as FINE for rectification of each error.**
5. Fresh candidates appearing for I-Semester shall enclose Xerox copies of their qualifying degree certificates (i.e. Provisional & Convocation certificates) duly attested by the Principal of college concerned. The other University candidates should enclose their Original Migration Certificate together with a fee of Rs.125/- in addition to the examination fee.
6. Not to collect the Exam fee except Memo fee Rs.65/- + Processing fee Rs.240 from Blind, Physically differently abled, Deaf & Dumb students. A Xerox Copy of Medical Certificate confirming their status as Handicapped (minimum percentage of disability must be of 40%) must be attached to the Application forms. Their Application forms and nominal rolls should be submitted separately.
7. As a part of the CORE BANKING SYSTEM, all the students are hereby instructed to deposit Examination fee into their respective College Principal's Accounts only (students are advised not to obtain the DD in favour of the "Controller of Examinations", PU)

8. The concerned Principals are required to **TRANSFER** (*Cash deposits/Challans are not accepted*) the fee amount through RTGS / NEFT for credit into Registrar, Palamuru University Exam Fee Fund A/c No 62078258948 (SBI, Ganesh Nagar Branch, Mahabubnagar, IFSC Code "SBIN0016375").

9. The Principals are requested to submit **COMPULSORY** the following documents, otherwise their forms will not be accepted.

- i. The detailed **fee statement** signed by the college Principal.
- ii. Proforma of **Paper wise strength** particulars signed by the Principal.
- iii. The Clearance certificate from the Director, Directorate of Academic Audit, PU

10. Last date for submission of application forms & nominal rolls along with payment fee details to the Controller of Examinations, PU is **10-01-2020**.

This notification is available on website www.palamuruuniversity.com

Sd/-
Controller of Examinations

Copy to:

- 1) The Principal of concerned Colleges,
- 2) The Joint Director, Directorate of Academic Audit, P.U.,
- 3) The Additional Controller of Examinations (Confidential), P.U.,
- 4) The Secretary to Vice-Chancellor, P.U.,
- 5) The P.A. to Registrar, P.U.,

Note:- Any Clash in the Press Note may be brought to the notice of the Controller of Examinations within three days.