



NOTIFICATION

B.A./B.Com./B.Sc. Annual Examinations–2018 (FOR REGULAR III Year CANDIDATES ONLY)

It is hereby notified to all the eligible Regular candidates of B.A./B.Com.(General)/B.Com.(Computers)/B.Com.(Computer Applications)/ B.Sc. course(s) of III year enrolled during the academic year 2017–2018 to register for the **Annual Examinations - 2018** to be conducted in March/April 2018, the following is the schedule for the payment of examination fee and submission of examination application forms at their respective college(s).

Descriptions	Last dates		
	Without late fee	With late fee of Rs.200/-	With late fee of Rs.500/-
<u>To Students:</u> Payment of Examinations fee and submission of Examination application forms at their respective colleges.	01-02-2018	06-02-2018	12-02-2018
<u>To Colleges:</u> 1. Remittance of consolidated Examination fee to Registrar, Palamuru University Exam Fee Fund A/C No.62078258948	05-02-2018	09-02-2018	15-02-2018
2. Preparation & Submission of E.A.F. Online	05-02-2018	09-02-2018	15-02-2018
Submission of printed EAF form along with NR & Fee Abstract etc., to the Exam Branch, P.U	09-02-2018		15-02-2018

SPECIAL INSTRUCTIONS TO THE PRINCIPALS

The college login will be closed after the last date as mentioned above.

- The late fee will be levied automatically in case the fee is not remitted to the P.U. A/C
- Late Fees will be levied, if online EAFs are not submitted on or before due date, even if fees remitted into fund account within due date.
- Principals are requested not to forward/submit the EAF of Not Eligible Candidates. The results of Not Eligible candidates will be cancelled at any stage, even if they appear for the examinations.
- The Principals are requested to transfer consolidated exam fee amount into Registrar Palamuru University Exam Fee Fund A/C No **62078258948** (SBI, Ganesh Nagar Branch, Mahabubnagar IFS Code “SBIN0016375”) through NEFT/RTGS only.

Note:

1. The details of Examination Fee schedule are enclosed.
2. The exact date of commencement of the Examinations and detailed time table will be notified later.
3. The Examination fee once paid by the candidate/college will not be refunded or adjusted.
4. **The Examination application forms of III year eligible students (i.e. admitted to I Year during the academic year 2012-13 onwards) of the academic year 2017-18 are to be submitted online through college login. Also, hardcopy of the same may be downloaded and submitted to the examination branch duly signed by the Student and the Principal concerned along with photocopy of memo.**
5. The Principals of the Under – Graduate colleges, Palamuru University, Mahabubnagar is requested to:
 - a) **Not to collect the Exam fee from Blind, Physically Disabled, 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. **Blind, Physically Disabled, Deaf & Dumb Students Application forms should be submitted separately along with Separate Nominal Roll.**
 - b) Inform all the concerned candidates that the payment of examination fee & submission of application forms will not be entertained after the due date **under any circumstances.**
 - c) Instruct the students to enclose the Xerox copies of the memorandum of marks of earlier examinations to verify eligibility.
 - d) Note that the H.T No allotted to a candidate at the time of admission shall not be changed or allotted to another candidate, even if the first candidate has cancelled his/her admission.
 - e) Forward only the Examination application forms of the candidates who have **put in required Percentage of attendance as per University norms.**
 - f) In case of the candidates transferred from other Universities and autonomous colleges a new H.T number which is not allotted earlier to any of the candidate of the college has to be allotted and enclose the PU Admission/Permission orders for transfer, memorandum of marks, migration certificate of the parent University.
6. The University has decided to accept the payment of Examination fee through **Core Banking System** from the Colleges under Palamuru University Jurisdiction.
 1. **It is required to transfer the fee amount through RTGS / NEFT for credit into Registrar, Palamuru University, Exam Fee Fund A/c No 62078258948 (SBI, Ganesh Nagar Branch, Mahabubnagar IFS Code “SBIN0016375”) through NEFT/RTGS only. Under any Circumstances CASH/ Demand drafts will not be accepted.**
 2. Application forms with all the requirements should reach the Examination Branch, PU, **on or before 09-02-2018.** Application forms with a fine of Rs 500/- should reach the Examination Branch, P.U **on or before 15-02-2018.** A Penal fee of Rs.1,000/- per day shall be levied if the college fails to submit the examination application form(s) within the stipulated date(s) mentioned above.
 3. **Consolidated fee receipt** obtained from the SBI Bank may be submitted to the Examination Branch, P.U, where Receipts Pertaining to B.A/B.Com/B.Sc will be issued separately. (In no case individual receipts submitted by students will be accepted).

- a. **No Dues certificate** issued by the Academic Branch, P.U.
 - b. **Fee Receipt** issued by the Examination Branch, P.U.
 - c. **Fee Abstract (in duplicate)** One hard copy of the Fee Abstract Prepared/downloaded using the link provided at College Login.
 - d. **Nominal Rolls:** One hard copy of nominal rolls(consolidated list of candidates) generated using the Students online information System after due verification by the Principal.
 - e. **List of Transferred Candidates: -**
 - i. **Transferred from one college to another college of Palamuru University.**
 - ii . **Transferred from other Universities**
 - f. **List of Physically handicapped and Deaf & Dumb Candidates.**
 - g. **Subject-wise Data & Elective Papers Data** of registered candidates in the prescribed proforma, must match with that of the applications submitted.
4. This notification is available on website www.palamuruuniversity.com

Sd/-
CONTROLLER OF EXAMINATIONS

Copy to:

- 1) The Principal of concerned college,
- 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.,
- 6) Notice Board of the Examination Branch, P.U.



**OFFICE OF THE CONTROLLER OF EXAMINATIONS
PALAMURU UNIVERSITY
MAHABUBNAGAR – 509001**

No. 35/UG/Annual/Exams/2018

Dated:11-01-2018

To
The Principal

Sub:- B.A / B.Com(General) / B.Com(Computers) / B.Sc. Course(s) (YWS) Annual Examinations – 2018- Examination fee Details – Regarding.

Sir/ Madam,

The details of Examination Fee payable for B.A./B.Com./B.Sc. Examinations are as follows:-

1. B.A III Year

- a. All papers Rs.870/- + Rs.50/- For Memo
- b. **Migration Fee** Rs.125/-
(Candidates who took admission from other Board/University)

2. B.Com & B.Sc. III Year

- a. All papers Rs.960/- + Rs.50/- For Memo
- b. **Migration Fee** Rs.125/-
(Candidates who took admission from other Board/University)

3. B.A., B.Com & B.Sc. III Year only

Provisional Certificate	Rs. 60/-
Consolidated Memo	Rs.125/-

Sd/-
Controller of Examinations