



No.62/A/U.G/Annual Exams/2016-17

Dated: 30-01-2017

## REVISED NOTIFICATION

### BA/B.Com./B.Sc. ANNUAL EXAMINATION-2017 (FOR REGULAR II & 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(Vocational) /B.Sc. of II & III years** enrolled during the academic year 2016–2017 to register for the Annual Examinations-2017 to be conducted in **March /April 2017** 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.400/-
<b>To Students:</b> Payment of Examinations fee and submission of Examination application forms at their respective colleges.	<b>03-02-2017</b>	<b>10-02-2017</b>	<b>16-02-2017</b>
<b>To Colleges:</b> 1. Remittance of consolidated Examination fee to Registrar, Palamuru University Exam Fee Fund A/C No.62078258948	<b>07-02-2017</b>	<b>14-02-2017</b>	<b>18-02-2017</b>
2.Prepare & Submission of E.A.F. Online	<b>07-01-2017</b>	<b>14-02-2017</b>	<b>18-02-2017</b>

### 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 Principles are requested to transfer Consolidated exam fee amount into Registrar Palamuru University Exam Fee Fund A/c No **62078258948 (SBH, Raichur Road Branch, Mahabubnagar, IFSC Code “SBHY0020982”)**, through NEFT/RTGS only.

#### **Note:**

1. The details of Examination Fee schedule is enclosed.
2. The exact date of commencement of the examinations and detailed time - table will be notified later.

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3. A separate notification will be issued soon after the declaration of the results of Supplementary Examinations (Oct/Nov) 2016, to enable the candidates having backlogs to register for the UG Annual Examinations to be held in March/April 2017.
4. The Examination fee once paid by the candidate/college will not be refunded or adjusted.
5. The Examination application forms of II & III year eligible students (i.e. admitted to I Year during the academic year 2011-12 onwards) of the academic year 2016-17 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.
6. The Principals of the Under Graduate colleges are 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.** The Examination fee once paid by the candidate will not be refunded or adjusted.
  - c) 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.
  - d) Forward only the Examination application forms of the candidates who have put in required Percentage of attendance.
  - e) 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, and migration certificate of the parent University.
  - f) The University has decided to accept the payment of Examination fee through Core Banking System from the Colleges under Palamuru University Jurisdiction.

It is required to transfer the fee amount through RTGS / NEFT for credit into **Registrar Palamuru University Exam Fee Fund A/c No 62078258948 (SBH, Raichur Road Branch, Mahabubnagar, IFSC Code "SBHY0020982")**.

**Under any circumstances Cash/Demand drafts will not be accepted.**

1. EAF forms with all the above requirements should reach the Examination Branch, PU, on or before 18<sup>th</sup> February, 2017. A penal fee @ Rs.1,000/- per faculty will be collected per day from the college on applications received after 18<sup>th</sup> February, 2017.
  2. **Consolidated fee receipt** obtained from the Bank for having transferred the amount through NEFT/RTGS 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/DD's submitted by students will be accepted).***
- a) **Affiliation orders** issued to the colleges for the Academic year 2016-2017 for the various courses for which Examination forms are to be submitted.
  - b) **No Dues certificate** issued by the Academic Branch, P.U.

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- c) **Clearance Certificate** from the Director, Directorate of Academic Audit, P.U.
- d) **Approval from the Nodal Officer, Statistical Cell, Administrative Office, P.U with regard to online submission of DCF-II for 2016-17 in AISHE site.**
- e) **Fees Abstract (in duplicate)** One hard copy of the Fee Abstract Prepared/ downloaded using the link provided at College Login
- f) **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.
- g) **List of Transferred Candidates :-**
  - i. **Transferred from one college to another college of Palamuru University.**
  - ii. **Transferred from other Universities.**
- h) List of Physically handicapped and Deaf & Dumb Candidates.
- i) Subject-wise Data & Elective Papers Data of registered candidates in the prescribed proforma, must match with that of the applications submitted.

3. This notification is available on website [www.palamuruuniversity.com](http://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.



**CONTROLLER OF EXAMINATIONS,  
PALAMURU UNIVERSITY,  
MAHABUBNAGAR – 509 001.**

**No.62/U.G/Annual Exams/2017**

**Dated:30-01-2017**

To  
The Principal,

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**Sub:-** B.A./B.Com./B.Sc (YWS) Annual Examinations – 2017, Examination Fee Details –  
Regarding

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**Sir/ Madam,**

The details of Examination Fee payable for B.A./B.Com./B.Sc. (YWS) examinations is as follows :-

**1. B.A II & III Year**

All papers

**Rs. 790/- + 50/- For Memo+50/- for CBT**

**2. B.Com II & III Year**

All papers

**Rs. 870/- + 50/- For Memo+50/- for CBT**

**3. B.Sc II & III Year**

All papers

**Rs. 870/- + 50/- For Memo+50/- for CBT**

**4. B.A. B.Sc. B.Com.(III Year Only)**

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

**Sd/-  
Controller of Examinations**