



Telephone: Office:08542-200210,
CONTROLLER OF EXAMINATIONS,
PALAMURU UNIVERSITY,
MAHABUBNAGAR - 509 001 (T.S)

No.39/U.G/CBCS/Sem-I/Exams/2016

Dated:15-11-2016

NOTIFICATION

BA/B.Com./B.Sc.CBCS I st Semester Examinations - 2016

It is hereby notified to all the eligible Regular candidates of B.A/B.Com(General)/ B.Com.(Computers)/B.Sc. I Semester (CBCS) enrolled during the academic year 2016-2017, the following is the schedule for the payment of examination fee and submission of examination application forms at their respective college(s).

Descriptions	Without late fee	With late fee of Rs.200/-
<u>To Students:</u> Payment of Examinations fee and submission of Examination application forms at their respective colleges.	25-11-2016	29-11-2016
<u>To Colleges:</u> 1. Remittance of consolidated Examination fee to Registrar, Palamuru University Exam Fee Fund A/C No.62078258948	28-11-2016	30-11-2016
2. Prepare & Submission of E.A.F. Online	28-11-2016	30-11-2016

SPECIAL INSTRUCTIONS TO THE PRINCIPALS

- ❖ The college login will be closed after the last date.
- ❖ The late fee amount will be levied automatically in case the fee is not remitted to the P.U. A/c and forms are not submitted as per the above schedule.
- ❖ “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, if they write the examination.”

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.
3. The Examination fee once paid by the candidate/college will not be refunded or adjusted.
4. The Examination application forms of I - Semester eligible students (i.e. admitted to I Semester during the academic year) 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 Qualifying Examination.
5. 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.

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- a) 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.
 - b) Instruct the students to enclose the Xerox copies of the memorandum of marks of earlier examinations to verify eligibility, and Equivalency Certificate issued by the Board of Intermediate, T.S, if the candidates are from other board.
 - c) **Note that the Student ID/H.T No allotted to a candidate by DOST 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.
6. The University has decided to accept the payment of Examination fee through **Core Banking System** from the Colleges under Palamuru University Jurisdiction **Under any Circumstances CASH/ Demand drafts will not be accepted.**
- I. 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, IFSCCode "SBHY0020982").
7. Application forms with all the requirements should reach the Examination Branch, P.U, on or before 1st December, 2016. A penal fee @ Rs.1,000/- per faculty will be collected per day from the college on applications received after 1st December, 2016.
8. **Consolidated fee receipt** obtained from the SBH 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. **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.
 - c. **Clearance Certificate** from the Director, Directorate of Academic Audit, P.U.
 - d. **Approval from the Nodal Officer**, Statistical Cell, Administrative Building, P.U
 - e. **Fees Receipt** issued by the Examination Branch, P.U.
 - f. **Fees Abstract** One hard copy of the Fee Abstract Prepared/downloaded using the link provided at College Login.
 - g. **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 and I year Nominal Roll signed by the Director, Directorate of Academic Audit, P.U.
 - h. 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.



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No.39/U.G/CBCS/I Sem Exams/2016

Dated:15-11-2016

To
The Principal

Sub: B.A./B.Com./B.Sc. CBCS- I Semester Examinations - 2016- Regarding .

Sir/ Madam,

The details of Examination Fee payable for B.A./B.Com./B.Sc. CBCS- I Semester Examinations - 2016 is as follows :-

1. B.A.

- | | |
|-----------------------------|--------------------------|
| a. All papers | Rs.500/- + 50/- For Memo |
| b. One time processing fee# | Rs.200/- |
| b. Migration Fee * | Rs.125/- |
- (*Candidates who took admission from other Board/University)

2. B.Com & B.Sc.

- | | |
|----------------------------|--------------------------|
| a. All papers | Rs.700/- + 50/- For Memo |
| b. One time processing fee | Rs.200/- |
| C. Migration Fee* | Rs.125/- |
- (*Candidates who took admission from other Board/University)

#Examination processing Fee

All B.A., B.Com., B.Sc I - Semester candidates who are appearing for the University Examinations for the First time should pay Examination Processing Fee of Rs. 200/- (one time basis) in addition to the examination fee.

Kindly, collect the examination Fee from the candidates for I Year I Semester Examinations -2016 as mentioned above and remit the same to the Registrar PU Fee Fund A/c No. **62078258948** as specified in the notification.

Sd/-
Controller of Examinations