



No.42/UG/CBCS/Sem-II & IV/Exams/2018

Dated:22-03-2018

NOTIFICATION

B.A./B.Com./B.Sc.(CBCS) Semester-II (Regular/Backlog) and Semester-IV (Regular) Examinations-2018

It is hereby notified to all the eligible candidates of B.A./B.Com (General)/ B.Com (Computers)/B.Sc., course(s) **Semester-II (Regular/Backlog) and Semester-IV (Regular) Examinations-2018** of the academic year 2017-18 of this university will be conducted in the month of **April-2018**. The detailed time table and examination centers will be notified in due course. The notification for UG Semester-III and Semester-I (Backlog) Examinations will be issued in due course.

The following is the schedule for the payment of examination fee and submission of the examination application forms (EAF) at their respective colleges.

Descriptions	Last dates		
	Without late fee	With late fee of Rs.200/-	With late fee of Rs.500/-
To Students: Payment of Examinations fee and submission of Examination application forms at their respective colleges.	02-04-2018	06-04-2018	09-04-2018
To Colleges: 1. Remittance of consolidated Examination fee to Registrar, Palamuru University Exam Fee Fund A/C No.62078258948 2. Preparation & Submission of E.A.F. Online	06-04-2018	09-04-2018	10-04-2018
Submission of printed EAF form along with NR & Fee Abstract etc., to the Exam Branch, P.U	11-04-2018		

SPECIAL INSTRUCTIONS TO THE PRINCIPALS

- ❖ The online EAF College logins will be closed by **11-04-2018** by 05.00 P.M.
- ❖ The late fee amount will be levied automatically in case the fee is not remitted to the P.U. A/c and if forms are not submitted as per the above schedule.
- ❖ “Principals are requested not to forward/submit the EAF of not eligible candidates to the Exam Branch. The results of not eligible candidates will be cancelled at any stage, if they also write the examination.”
- ❖ It is informed to the Principals of all UG colleges that not to direct students to the Examination Branch, P.U. for late fee, otherwise disciplinary action will be initiated.

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 application forms of Semester-II & Semester-IV eligible students 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.
4. **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.**
 - 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 adjusted/readjusted under any circumstances.
 - 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 TS/AP Intermediate, if the candidates are from other board.
 - 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.
5. 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.

- ❖ 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”)**.
 - ❖ In case of any lapse for the banks for transfer of Exam fee, to The Registrar, Exam Fee fund account within the due date the college principal will be held responsible.
6. Application forms without late fee and with a late fee of Rs.500/-with all the requirements should reach the Examination Branch, P.U, on or before 11-04-2018. A penalty fee @ Rs.1,000/- per faculty will be collected per day from the college on applications received after 11-04-2018.
 7. Consolidated fee receipt obtained from the SBI Bank may be submitted to the U.G. Section, 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. **Fees Abstract:** One hard copy of the fee Abstract Prepared/downloaded using the link provided at College Login.
- b. **Nominal Rolls:** One hard copy of nominal rolls (consolidated list of candidates) generated, using the students online information System after due verification and signed by the Principal.
- c. Affiliation orders issued to the colleges for the academic year 2017-2018 for the various courses for which examination forms are to be submitted.
- d. No Dues Certificate issued by the Academic Branch, P.U.
- e. Clearance Certificate from the Director, Directorate of Academic Audit, P.U.
- f. Approval from the Nodal Officer, Statistical Cell, Administrative building, P.U.
- g. Fees Receipt issued by the Deputy Registrar, Cheque-II section, Examination Branch, 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.



OFFICE OF THE CONTROLLER OF EXAMINATIONS
PALAMURU UNIVERSITY
MAHABUBNAGAR - 509001

No.42/UG/CBCS/Sem II&IV/Exams/2018

Date 22-03-2018

To
The Principal

Sub:- B.A./B.Com (General)/B.Com (Computers)/B.Sc., course(s) Semester-II (Regular/Backlog) and Semester-IV (Regular) Examinations -2018 - Fee Details - Regarding.

Sir/ Madam,

The details of Examination Fee payable for B.A./B.Com (General)/B.Com (Computers)/B.Sc., course(s) Semester-II (Regular/Backlog) and Semester-IV (Regular) Examinations-2018 is as follows:-

1. B.A.

- | | |
|--------------------------|-----------------------------|
| a. All papers | Rs.500/- + Rs.50/- For Memo |
| b. up to 2 papers | Rs.300/- + Rs.50/- For Memo |
| c. 3 or more than papers | Rs.500/- + Rs.50/- For Memo |

2. B.Com & B.Sc.

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|--------------------------|-----------------------------|
| a. All papers | Rs.700/- + Rs.50/- For Memo |
| b. up to 2 papers | Rs.300/- + Rs.50/- For Memo |
| c. 3 or more than papers | Rs.700/- + Rs.50/- For Memo |

Kindly, collect the examination fee from the candidates for Semester-II (Regular/Backlog) and Semester-IV (Regular) Examinations-2018 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