



**EXAMINATION BRANCH
MAHATMA GANDHI UNIVERSITY
NALGONDA- 508 254**

No.12/PG/Exams/MGU/2014

Date: 23.01.2014

NOTIFICATION

1. It is hereby informed that all the students of 5 yr. Integrated M.B.A/M.Sc. Pharmaceutical Chemistry I- Semester Regular & Backlog/Improvement examinations are scheduled to held in the month of February, 2014. The detailed Time-Table will be notified in due course.
2. The schedule for payment of Examination fee and submission of Examination Application forms at the concerned Principal's office is given below:
 - (a) Last date for payment of examination fee
Without late fee and submission of
Examination forms at the respective Colleges. **Wednesday, 12.02.2014**
 - (b) Last date for payment of examination fee
With a late fee of Rs. 200/- and submission of
Examination application forms at the respective Colleges **Friday 14.02.2014**

DETAILS OF EXAMINATION FEE:-

- | | |
|--|------------------|
| (A) (i) M.Sc. 5 Year Integrated Pharmaceutical Chemistry | Rs. 740/- |
| (ii) Upto 3 papers | Rs. 400/- |
| (B) (i) 5 Year Integrated M.B.A. | Rs. 800/- |
| (ii) Upto 3 Papers | Rs. 450/- |
3. In addition to the above Examination Fee, each candidate appearing I-Semester Examination for the First Time is required to pay Rs. 100/- Examination processing fee (once in a course time)
 - (i) **Nominal Rolls:**

1 year students admitted during the Academic Year 201-2014

One hard copy of nominal rolls (consolidated list of candidates) generated using the Students online information System after duly verified by the Principals.
 4. Fresh candidates appearing for I-Semester shall enclose Xerox copies of their Certificate and marks memo of the qualifying examinations duly attested by the Principal of College concerned. (Provisional Certificate of qualifying examinations).
 5. (i) The Principals are requested to forward all the examination application forms duly attested on or before **15.02.2014** without fail.
 - (ii) The Principals are requested to forward the Examination Application forms of the eligible candidates only.
 6. Incomplete forms and forms without documents mentioned above will Summarily be rejected.

CONTROLLER OF EXAMINATIONS

Copy to:

1. All the Principal's of University Colleges.
2. The Incharges of Departments, MGU, Nlg.
3. The Administrative Officer, MGU, Nlg.
4. The Wardens of University Hostels, MGU, Nlg.
5. The Secretary to Vice-Chancellor, MGU, Nlg.
6. The P.A. to Registrar, MGU, Nlg.



EXAMINATION BRANCH
MAHATMA GANDHI UNIVERSITY
NALGONDA- 508 254

No.13/MGU/UG/2014

Dated: 23.01.2014

NOTIFICATION

1. It is hereby notified that the M.B.A./M.B.A(TTM)/M.C.A. I-Sem (Regular/Backlog/Improvement) Examinations pertaining to the candidates of University & Affiliated Colleges of Mahatma Gandhi University are scheduled to be held in the Month of February, 2014. The detailed Time-Table will be notified separately in due course of time.

SCHEDULE OF EXAMINATION FEE

Particulars	Fees for All Paper	Upto 3 Papers
M.B.A.	Rs. 1125 + 60* = 1185/-	Rs. 550+60*=610/-
M.C.A.	Rs.620 +60* = 680/-	Rs. 340+60*=400/-
* Memorandum of Marks		

2. The last date for payment of Examination fee and submission of Examination application forms as shown below:

- | | |
|--|---------------------------------|
| (i) Last date for payment of examination fee without Late fee and submission of Examination forms at the respective Colleges. | Wednesday
12.02.2014 |
| (ii) Last date for payment of examination fee with a late fee of Rs. 200/- and submission of examination application forms at the respective Colleges. | Friday
14.02.2014 |
| (iii) The last date for submission of Examinations application Forms with late fee to the Controller of Examinations, MGU by the College. | Monday
15.02.2014 |

- (C) The Principals are requested to send fee collected through a DD drawn in favour of **The Registrar Examination Fee Account, MGU, payable at State Bank of Hyderabad, Annaparthi Branch** (Bank Code No. 21270) on or before the dates given below:
i. Consolidated receipt without late fee on **13.02.2014**
ii. Consolidated receipt with late fee on **15.02.2014**

- (D) **PLEASE SUBMIT THE FEE ABSTRACT COMPULSORY, OTHERWISE FORMS WILL NOT BE ACCEPTED**

- (E) **FEE PAID ONCE CANNOT BE REFUNDED OR ADJUSTED FOR ANY FUTURE EXAMINATION.**

3. In addition to the above Examination Fee, each candidate appearing I-Semester Examination for the First Time is required to pay Rs. 300/- Examination processing fee (once in a course time)

- (i) **Nominal Rolls:**
ALL THE REGULAR CANDIDATES OF I -SEMESTER SHOULD SUBMIT THEIR EXAMINATION FORMS THROUGH ONLINE ONLY.
1 year students admitted during the Academic Year 2013-14.
One hard copy of nominal rolls (consolidated list of candidates) generated using the Students online information System after due verification by the Principal and 1 year Nominal Roll signed by the Director, Directorate of Academic Audit, MGU.
- (ii) **Subject-wise Data** of registered candidates in the prescribed proforma, which must match with that of the forms are submitted.
- (iii) **Affiliation orders** issued to the colleges for the Academic year 2013-2014 for the various courses for which Examination forms are submitted.
- (iv) **No Dues certificate** issued by the Academic Branch, MGU.
- (v) **Clearance Certificate** from the Director, Director of Academic Audit, MGU.
- (vi) Fees Abstract (in duplicate) the first copy to be submitted to the Examination Branch, MGU and the second copy of the concerned Sections.

4. Fresh candidates appearing for I-Semester shall enclose Xerox copies of their Degree Certificates and marks memo of the qualifying examinations duly attested by the Principal of College concerned. (Provisional Certificate /Xerox copies of such qualifying examinations for which convocation is over, will not be accepted). Candidates from other Universities should enclose their **Original Migration Certificate together with a fee of Rs. 150/-** in addition to the examination fee.
5. (i) The Principals are requested to forward all the examination application forms duly attested on or before **15.02.2013** without fail. Forms received after the due date will be levied a penal fee of Rs. 1000/- per day.
(ii) Submit two soft copies (2 CDs) of I-Semester and three (3) hard copies of the candidates.
(iii) **Candidates will be held responsible for any mistake committed while filling the examination application form regarding paper titles (Theory & Practical). In case of any mistake Rs. 500/- will be levied as fine for rectification.**
(iv) Principals are also requested to send invariably Nominal Roll (in triplicate) along with fee paid by each candidates and **subject-wise data including specializations/electives offered at their college (in triplicate)** separately.
(v) The Principals are requested to forward the Examination Application forms of the eligible candidates only.
6. Incomplete forms and forms without documents mentioned above will Summarily be rejected.



CONTROLLER OF EXAMINATIONS

Copy to:-

1. The Principal of concerned college,
2. The Head, Dept. of _____
3. The Director, Directorate of Academic Audit , MGU.
4. The SPI. Officer, Infrastructure, MGU.
5. The Finance Officer, MGU
6. The Secretary to Vice-Chancellor, MGU.
7. The P.A. to Registrar. MGU.
8. The Public Relations Officer. MGU.