



EXAMINATION BRANCH  
MAHATMA GANDHI UNIVERSITY  
NALGONDA- 508 254

No. 225/MGU/UG/2013

Dated: 28.11.2013

**NOTIFICATION**

1. It is hereby notified that the M.B.A./M.B.A(TTM)/M.C.A. III-Semester (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 December/January, 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.                          | <b>Friday<br/>13.12.2013</b>   |
| (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. | <b>Tuesday<br/>17.12.2013</b>  |
| (iii) The last date for submission of Examinations application Forms with late fee to the Controller of Examinations, MGU by the College.              | <b>Thursday<br/>19.12.2013</b> |

- (A) 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, Anneparthi Branch** (Bank Code No. 21270) on or before the dates given below:

- i. Consolidated receipt without late fee on **16.12.2013**
- ii. Consolidated receipt with late fee on **19.12.2013**

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

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

- (i) **Nominal Rolls:**  
**ALL THE REGULAR CANDIDATES OF III-SEMESTER SHOULD SUBMIT THEIR EXAMINATION FORMS THROUGH ONLINE ONLY.**  
**Subject-wise Data** of registered candidates in the prescribed proforma, which must match with that of the forms are submitted.
- (ii) **Affiliation orders** issued to the colleges for the Academic year 2013-2014 for the various courses for which Examination forms are submitted.
- (iii) **No Dues certificate** issued by the Academic Branch, MGU.
- (iv) **Clearance Certificate** from the Director, Director of Academic Audit, MGU.
- (v) Fees Abstract (in duplicate) the first copy to be submitted to the Examination Branch, MGU and the second copy of the concerned Sections.

5. (i) The Principals are requested to forward all the examination application forms duly attested on or before **19.12.2013** without fail. Forms received after the due date will be levied a penal fee of Rs. 1000/- per day.
  - (ii) **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.**
  - (iii) 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.
  - (iv) 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 Finance Officer, MGU
5. The Secretary to Vice-Chancellor, MGU.
6. The P.A. to Registrar. MGU.
7. The Public Relations Officer. MGU.