

EXAMINATION BRANCH ; OSMANIA UNIVERSITY; HYDERABAD - 500 007

No.001/PG/Exams/2013

Date : 01.03.2013

PRESS NOTE

1. It is hereby notified for information of all the regular candidates of MCJ/MLISC/BLISC of the University College of Arts & Social Sciences that the **II-Semester CBCS & NON-CBCS System (Regular, Backlog & Improvement), I-Semester (Backlog & Improvement 2012-2013 only) and BCJ I-Semester & II-semester (Backlog)** Examinations are scheduled in the month of **May, 2013**. The detailed Time-Table will be notified in due course.

2. **Candidates should apply for any of their backlog paper(s) and paper-wise Improvement in the above examinations.**

3. The schedule for payment of examination fee and submission of examination application forms at the respective colleges is given below : -

- | | |
|--|---------------------------------|
| a) Last date for payment of examination fee without late fee and submission of Examination forms at the respective Colleges. | Friday
15.03.2013 |
| 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.. | Wednesday
20.03.2013 |

4. **DETAILS OF EXAMINATION FEE :-**

- | | |
|----------------------------|------------------------------------|
| i) All Papers | Rs.490/- + Rs.50/- Memo = Rs.540/- |
| ii) Up to Two Papers | Rs.250/- + Rs.50/- Memo = Rs.300/- |
| iii) Improvement per Paper | Rs.100/- + Rs.50/- Memo = Rs.150/- |

Fee paid once cannot be refunded or adjusted for any future examination.

5. i) The Principals are requested to forward all the examination application forms duly attested on or before **26.03.2013** without fail. Forms received after the due date will be levied a penal fee of **Rs.1000/-** per day.

ii) **Further, the Principals are requested to enclose the list of admitted candidates for the year 2012-2013 signed by the Director, P.G. Admissions along with the candidates submit 2 (two) soft copies and 2 (two) hard copies. Approved copy from Academic Audit Cell, O.U. and clearance certificate from Nodal Officer, Statistical Cell, O.U.**

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) The Principals are requested to forward the Examination Application forms of the eligible candidates only.

P.T.O.

6. **ALL THE REGULAR AND BACKLOG CANDIDATES OF II-SEMESTER SHOULD SUBMIT THEIR EXAMINATION FORMS THROUGH ONLINE ONLY.**
7. The Principals are requested to remit the examination fee in any Branch of **State Bank of Hyderabad in favour of Registrar, Examination Fee Fund, O.U., A/c No. 52198262033** (as per O.U. Lr. No.171207/COE/2007, dated 17.12.2007) and obtain a receipt from the Bank and submit the same to the Examination Branch along with Examination Forms.
8. Further, the Principals are requested to submit **compulsory** the following documents, otherwise their form will **not be accepted**.

I. THE DETAILED FEE STATEMENT SIGNED BY THE COLLEGE PRINCIPAL.

II. THE COPY OF ONLINE EAF FORM SIGNED BY THE CANDIDATE AFTER VERIFYING THE NAME & PAPER TITLES AND ENCLOSE WITH EARLIER EXAMINATION MEMO

Note :- The examination application forms will not be accepted unless the college Submits clearance certificate from the superintendent (stores) of the Examination Branch with regard to the account of 32 page booklet stationery.

Sd/-

Sd/-

A C O E (MBA)

CONTROLLER OF EXAMINATIONS

Copy to:-

1. The Principal _____
2. The Head, Dept. of _____
3. The Director, University Press, O.U.
4. The Director, Academic Audit Cell, O.U.
5. The Addl. Controller of Examinations (Confidential), O.U.
6. The Dy. Registrar (Academic), O.U.
7. The Secretary to the Vice-chancellor, O.U.
8. The P.A. to the Registrar, O.U.
9. The P.A. to the O.S.D., O.U.
10. The Public Relations Officer, O.U.
11. The Addl. Controller of Examinations (EDP Section), Exam. Branch , O.U.
12. The Superintendent (Stores Section), Exam Branch, O.U.