



Tel: Office: 27098951/293,
27098072
CONTROLLER OF EXAMINATIONS
OSMANIA UNIVERSITY
HYDERABAD - 500 007

No: 16 /Edn/Exams/2013

Date: 30-4-2013

PRESS NOTE

It is hereby notified for the information of all concerned that the **P.G. Diploma in Early Childhood Education, [PGDECE] Examinations** for the **Academic Year 2012-2013 (Regular), 2011-2012 (Backlog & Improvement)** of this University will be conducted from **6th June 2013**. The detailed Time - Table and the Examination center will be notified in due course.

The schedule for payment of Examination fee and submission of Application forms duly completed in all respects at the Office of the concerned College(s) is shown below:

Last date for payment of Examination fee
and submission of Examination application form
WITH OUT LATE FEE

Friday
10-5-2013

FEE STRUCTURE:

The prescribed Examination fee is **Rs.800/- + Rs. 60/-** [Provisional Certificate] + Memorandum of Marks **Rs.60/- + Rs.300/-** [Examination Processing fee] = **Total fee is Rs.1220/-**

GENERAL CONDITIONS TO THE STUDENTS:

1. Candidates are advised to enclose the Xerox copy of Degree Certificate duly attested by the Principal, concerned college to their Examination application forms along with **Migration certificate [original] & Rs.125/- towards Migration fee** has to be paid by other than OU candidates.

GENERAL CONDITIONS TO THE PRINCIPALS:

- 1 The Principal is requested to submit the fees for received application forms only. Fees paid for un-received application forms are not refundable. Individual Demand Drafts submitted by the students will not be accepted.
- 2 As a part of the Core Banking System, all the students are hereby instructed to deposit examination fee into their respective college Principal's accounts only (students are advised not to obtain the DD in favour of the "**Controller of Examinations**", OU.
- 3 **The Examination Application forms (EAF) is 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 (user manual is enclosed). Xerox copies of Examination Application Forms & Photographs will not be considered.**
- 4 The College Principal is requested to deposit (**credit**) the consolidated examination fee amount into "**Registrar, Osmania University, Examination Fee Fund Account No:52198262033**" in any branch of **State Bank of Hyderabad** and obtain a receipt from the bank and submit the same to the Examination Branch, OU along with application forms.

- 5 The Principal is requested to verify and forward all the **ONLINE APPLICATION FORMS** immediately along with the **Name List, Fee Particulars and subject wise data in duplicate.**
- (i) A Copy of OU Affiliation Orders for the Academic Year 2012-2013.
 - (ii) NO DUES CERTIFICATE from the Academic Branch, OU.
 - (iii) Convener list
 - (iv) No Objection Certificate from the Director, Academic Audit Cell, OU.
 - (v) Consolidated students attendance sheets / Statement verified through the Head, Department of Education.
 - (vi) List of Candidates approved by The Director, Directorate of Admissions, OU.
 - (vii) THE PRINCIPALS ARE REQUESTED TO SUBMIT THE PRACTICAL MARKS LISTS ALONG WITH THE EXAMINATION APPLICATION FORMS ONLY. IF NOT APPLICATION WILL NOT BE ACCEPTED.**
- 6 A Penal Fee of **Rs.1,000/-** per day shall be levied if the college fails to submit the Examination application forms within the stipulated date i.e., on **13-05-2013**
- 7 No Examination application form will be entertained after **13-5-2013**.
- 8 **The Colleges are required to enclose the clearance certificates issued by the stores section of the Examination Branch, as a part of the unused examination stationery returned by the Colleges pertaining to the Examination conducted earlier.**

Sd/-
CONTROLLER OF EXAMINATIONS

Copy for information and necessary action to:

1. The Principal, College of Teacher Edn, Andhra Mahila Sabha, OU campus, Hyd.
2. The Dean, Faculty of Education, I.A.S.E, O.U., Hyd-7
3. The Head Department of Education, I.A.S.E, O.U., Hyd-7
4. The Chairperson in Board of Studies in Education, I.A.S.E, O.U., Hyd-7.
5. The Addl. Controller of Examinations (Confidential), Examination Branch, O.U.
6. The P.A to the Vice-Chancellor/Registrar, O.U.
7. The Deputy, Registrar, (Academic), O.U.
8. The P.A. to O.S.D., O.U.
9. The Director, University Press and Publications, O.U.
10. The Public Relations Officer, O.U.
11. The Superintendent, (Stores Section) Examination Branch, O.U.
12. The A.C.O.E, E.D.P. Section, Examination Branch, O.U.
13. The Director, Infrastructure, Administrative Building, O.U.