



[Re-Accredited by NAAC with 'A' Grade]

No.13 /BE/Exams/13

Dated: 21-09-2013

## NOTIFICATION

It is hereby notified for the information of all the concerned that the BE (Regular) II/IV, III/IV, IV/IV I - Semester (Main) and I year, II/IV and III/IV II - Semester (Supplementary) examinations and Bridge Course I - Sem. (Main) and II - Sem. (Suppl.) for the Diploma students admitted to BE II year under Lateral Entry Scheme will be conducted from **11-11-2013**. The detailed time table will be issued in due course.

Following is the schedule for payment of examination fee and submission of examination application forms at the Office of the concerned Principal of respective College(s).

1. The last date for submission of form	...	...	<b>05-10-2013</b>
2. Examination fee up to (4) papers	...	...	<b>Rs. 600-00</b>
3. Above (4) papers	...	...	<b>Rs. 1000-00</b>

### Conditions:-

- 1. The Students who were admitted during the Academic year 2007-2008 onwards should submit their examination forms Online through college login. In respect of the Lateral Entry candidates who were admitted in II/IV I - Semester, during the academic year 2012-2013. The colleges have to get the clearance letter from the Director of Academic Audit, O.U., Convener E-CET O.U., PG Admissions and No Dues from the Deputy Registrar Academic Section O.U. and submit the examination forms through college login. The N.R. should be submitted separately in respect of Regular, Lateral entry, Transfer candidates admissions and manual applications separately in duplicate. The hardcopy of the applications submitted through college login be download and submitted to the Examination Branch duly signed by the student and the Principal concerned along with photocopy of qualified examination in respect of Lateral Entry students.*
- 2. The students who were transferred from the University Jurisdiction and other Universities their examinations forms should be submitted separately with the approval of the competent authorities like Commissioner of Tech. Education, Govt. of A.P. and Director Academic Audit, O.U. with allotment of H.T.No.s.*
- 3. In respect of the candidates who have completed course requirement having appeared for IV/II semester and completed double the duration of course but did not cross (10) years from the date of admission have to pay an additional amount of Rs.1000/- per subject, semester-wise along with normal semester fee and submit N R in duplicate separately login*
- 4. The colleges maintaining their account with the branch of State Bank of Hyderabad (SBH) OR any other bank are required to deposit the consolidated amount in any branch of SBH for credit into "Registrar, Osmania University Examination Fee Fund A/c. No.52198262033" and can obtain a receipt from the bank and submit the same to the Examination Branch along with examination forms on or before **11-10-2013**.*
- 5. As a part of the Core Banking System, all the students are hereby instructed to deposit the Examination Fee into their respective college accounts only for onward transmission to the University by the college.*



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

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6. *The Principal of Engineering Colleges are requested to collect the examination expenses from each of the lateral entry and transfer students @ Rs.200/- per head and remit the consolidated amount to the Controller of Examinations, OU together with examination fee and application form in terms of OU Circular No. 3872/D/37/93/Acad., dt.15-12-1993.*
7. *All the Principals are requested to verify the eligibility of the students thoroughly and forward the same to this office for the issue of Hall Ticket. If failed to verify the eligibility of the candidates, the principal will be held responsible for the issue of hall ticket to the non-eligible candidates.*
8. *The students who have passed 10+2 from other than Board of Intermediate course, A.P. have to pay Rs. 125=00 in addition to examination fee towards Migration fee. The students should submit Migration certificate in original along with the examination form and fee at their respective college principals on **05/10/2013** for onward transmission to the Controller of Examinations for issue of hall tickets.*

**Examination application forms will not be accepted without fulfilling the above Conditions.**

**Important Note:**

Any discrepancies with regards to the Candidate data such as Internal marks, Practicals, Viva-voce and Projects etc. should be brought to the notice of concerned officials of Examination Branch and obtain the acknowledgement within one month of declaration of results. After one month, queries will not be entertained.

**Sd/-**

**CONTROLLER OF EXAMINATIONS**

**Copy to:**

1. The Principal, CBIT/DCET/MJCET/MVSR/VCE/Islamia/Stanley/Methodist/ Swathi Engineering Colleges with a request to forward all the examination application forms along with the last examination memo received by him/her by **11-10-2013** to this Office along with a nominal rolls, subject-wise strength with a copy to the Addl. Controller of Examinations (C), without which the forms will not be accepted. Late submission of forms by the College beyond the date prescribed attracts penalty @ Rs.1000/- per day (to be borne by the college).
2. The Dean, Faculty of Engineering, OU
3. The Addl. Controller of Examinations (Confidential), OU
4. The Director, Academic Audit Cell, OU
5. The Director, Univ. Press & Publication, OU
6. The PA to the Vice Chancellor/Registrar, OU/Officer on Special Duty to VC, OU
7. The Dy. Registrar (Academic), OU
8. The Public Relations Officer, OU
9. The Supdt., Stores Section, Examination Branch, OU
10. The Head/Chairman, BOS in Civil/Electrical/ECE/Mechanical/CSE/IT, OU
11. The Manager, EDP Section, Examination Branch, OU
12. The Enquiry Counter, Examination Branch, OU