

No. 012/PGD/Exams/2013

Date : 12.09.2013

NOTIFICATION

It is hereby notified for the information of all the candidates concerned that the Junior, Senior Diploma in French/German Examinations are scheduled to be held in the Month of **November, 2013**. The detailed Time-Table will be issued in due course.

The candidates appearing for the above Examinations should enclose their Xerox copy of Degree Certificate of the qualifying Examination duly attested by the Principal of the concerned College for ready reference. Enclose their Original Migration Certificate together with a fee of Rs.125/- in addition to Examinations Fee.

Following is the fee scheduled for payment of examination fee and **online** submission of examination application forms at respective college.

- | | |
|--|--------------------------------|
| a) Last date for payment of examination fee without late fee and submission of Examination forms at the respective College. | Saturday
05.10.2013 |
| b) Last date for payment of examination fee with a late fee of Rs.200/- and submission of examination application forms at the respective College. | Monday
21.10.2013 |

Fee paid once cannot be refunded or adjusted.

FEE PARTICULARS :

- | | |
|--|--------------------------------------|
| 1. Fee for all Papers | Rs.1270/- + Rs.50/- Memo = Rs.1320/- |
| 2. Examination Processing fee
(For Fresh Candidates Only) | Rs.300/- |

The candidates who are appearing First time for the University Examination have required to pay University processing fee of Rs.300/- in addition to the normal fee of examination once in a course of time.

The University has decided to accept the payment of Examination Fee through Core Banking system from the colleges under Osmania University Jurisdiction in future as communicated vide. Lr. No.171207/COE/2007, dated 17.12.2007. The Core Banking system is with **effect from 01.04.2008**.

The Colleges those maintaining their account with the branches of State Bank of Hyderabad can remit the fees through the same branch for credit of Registrar, Osmania University Examination Fee Fund **A/c No. 52198262033** maintained with **Osmania University Branch of State Bank of Hyderabad**.

In case the College is maintaining its account with any Bank other than State Bank of Hyderabad they are required to deposit money in any Branch of State Bank of Hyderabad for credit into Registrar, Osmania University Examination Fee Fund **A/c No. 52198262033.**

Further after remitting the Examination fee into Registrar Examination Fee Fund Account through Core Banking system the Colleges can obtain a receipt from the Bank and submit the same to the Examination Branch along with Examination Forms.

The Principal is requested to forward **online** all the Examination forms duly certified on or before **25.10.2013** without fail. Forms received after **25.10.2013** will be levied penal fees of **Rs.1000/-** per day.

The Principal is requested to verify the eligibility of the candidates for admission to the above course and forward the examination application form duly certified.

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.

Sd/-
A C O E (MBA)

Sd/-
CONTROLLER OF EXAMINATIONS

Copy to:-

1. The Principal, Univ. College of Arts & Social Sciences, O.U.
2. The Head, Concerned Department, O.U.
3. The Addl. Controller of Examinations (Confidential), O.U.
4. The Director, Directorate of Academic Audit, O.U.
5. The Director, University Publication & Press, O.U.
6. The Librarian, University Library, O.U.
7. The Supdt. (Stores), Exam. Branch, O.U.
8. The Dy. Registrar (Academic), O.U.
9. The Public Relations Officer, O.U.
10. The Addl. Controller of Examinations (Counters), O.U.
11. The Dy. Registrar (Accounts), Examination Branch, O.U.