



Tel: Office: 27072407/27682236,
27098072
CONTROLLER OF EXAMINATIONS
OSMANIA UNIVERSITY
HYDERABAD – 500 007

No: 03 /LL.B/EXAMS/ 2014

Date: 16-01-2014

NOTIFICATION

It is hereby notified for the information of all concerned that the **LL.B (3-YDC) & BA.LL.B (5-YDC) and BBA.LL.B (5-YDC) I-Semester Regular Examinations** pertaining to the candidates of University, Constituent & Affiliated Colleges scheduled to be held in the month of **March, 2014**. The detailed Time-Table will be notified in due course.

The last date for payment of examination fee and submission of **Online** Examination Applications forms duly completed in all aspects at the Office of the Principals of the concerned college(s) is as follows:

Last date for payment of Examination fee
and submission of **Online** Examination Application forms
WITHOUT LATE FEE **Friday**
07-02-2014

Last date for payment of Examination fee
and submission of **Online** Examination Application forms
WITH A LATE FEE OF Rs.200/- **Saturday**
15-02-2014

Examination Fee Particulars:

1. **LL.B (3-YDC) & BA.LL.B (5-YDC) and BBA.LL.B (5-YDC) I-Semester** is Rs.525/- + Rs.60/- (Memo Charges) and + Rs.300/- towards Examination processing fee (once in a course time) Total fee is **Rs.885/-** (Migration fee of Rs.125/- along with Original Migration Certificate for other than OU students) Total fee is **Rs. 1010/-**

GENERAL CONDITIONS TO THE STUDENTS:-

- 1 Candidates are advised to mention their Address and Father's Name in the **Online** Examination application forms without fail.

GENERAL CONDITIONS TO THE PRINCIPALS:-

The Examination Application Forms (EAF) are 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.

Fresh candidates appearing for I-Semester LL.B (3-YDC) & BA.LL.B (5-YDC) and BBA.LL.B (5-YDC) shall enclose Xerox copies of their Degree Certificates and marks memo of the qualifying examinations duly attested by the Principal of College concerned. The Name of the Candidate as per the Degree Certificate / Intermediate Certificate only, **Name corrections will not be entertained.** Candidates from **other Universities should enclose their Original Migration Certificate together with a fee of Rs.125/- in addition to the Examination fee.**

The University has decided to accept the payment of Examination fee through Core Banking system from the colleges under Osmania University Jurisdiction as communicated vide. Lr. No.171207/COE/2007, dated 17.12.2007. The Core Banking system has come into effect from **01.04.2008** onwards

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.**

P.T.O

In case the College is maintaining its account with any Bank other than State Bank of Hyderabad they are required to deposit money/cheque in favour of the Registrar University examination fee fund A/C No.52198262033 in any Branch of State Bank of Hyderabad for credit.

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

Note: 1. The Principals are requested to submit the I Semester Internals award Lists of LL.B (3-YDC) & BA.LL.B (5-YDC) and BBA.LL.B (5-YDC) students along with the examination Application forms on or before 12-02-2014. Otherwise the college has to Pay Rs.1000/- per day as Penalty for late Submission of award lists

Note: 2. The Principals are requested to submit list of full time Teachers in the Enclosed Proforma, along with EAF'S'

NOTE: The Principals are requested to submit the following documents along with Examination Forms, without which the forms will not be, accepted for LL.B (3 YDC) & BA.LL.B (5YDC) and BBA.LL.B (5YDC) I-Semester Regular Examinations.

- 1 Latest Affiliation orders with ceiling approved by the University
- 2 "No Dues Certificate" from the Deputy Registrar (Academic), O.U.
- 3 List of admitted candidates duly approved by the Director, P.G. Admissions, O.U.
- 4 Clearance Certificate issued by the Director, Academic Audit Cell, O.U.
- 5 The Principals are requested to verify the names of the candidates in examination forms and Hall Tickets on par with the Qualifying Certificate, and enclose Xerox copy duly attested for verification.
- 6 The Principals are requested to submit the examination application after verify the
- 7 Eligibility of the candidates to the Controller of Examinations, Osmania University. (Without late fee forms) on or before **12-02- 2014** and (with a late fee forms).On or before **19-02-2014**.along with Nominal Roll (in duplicate) Semester-Wise. Separate Abstract statement required about the payment of Examination Fee. If the Examinations Forms submitted after the due date the college has to pay Rs. 1000/- per day as penalty for late submission of forms.
- 8 The College is required to enclose the clearance certificate issued by the stores section of the Examination Branch as a proof for the unused examination stationery returned by the college pertaining to the examinations conducted earlier.
- 9 Fee paid once cannot be refunded or adjusted for any future examination.
- 10 Further, the Principals are requested to enclose the list of admitted candidates for the year 2013 - 2014 signed by the Director, P.G. Admissions along with I-Semester candidates submit two soft copies (2 CDs) and two hard copies.

Sd/-

CONTROLLER OF EXAMINATIONS

Copy to:-

1. The Principal, Mahatma Gandhi Law College, L.B Nagar, Hyderabad.
2. The Director, Academic Audit Cell, O.U.
3. The Director, University Press, O.U.
4. The Dean, Faculty of LAW, O.U.
5. The Head, Dept. of LAW, O.U.
6. The Chairman, B.O.S. in LAW, O.U.
7. The Dy. Registrar (Academic), O.U.
8. The Addl. Controller of Examinations (Confidential), O.U.
9. The P.A to the Vice - Chancellor, OU.
10. The P.A to the Officer on Special duty, OU.
11. The P.A. to the Registrar, O.U.
12. The Addl. Controller of Examinations, (EDP Section), Exam. Branch, O.U.
13. The Supdt. (Stores Section), Exam Branch, O.U.



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HYDERABAD – 500 007

No: 04 /LL.M/EXAMS/ 2014

Date: 16-01-2014

NOTIFICATION

It is hereby notified for the information of all concerned that the **LL.M I-Semester Regular Examinations** pertaining to the candidates of University, Constituent & Affiliated Colleges scheduled to be held in the month of **March, 2014**. The detailed Time-Table will be notified in due course.

The last date for payment of examination fee and submission of **Online** Examination Applications forms duly completed in all aspects at the Office of the Principals of the concerned college(s) is as follows:

Last date for payment of Examination fee and submission of **Online** Examination Application forms **WITHOUT LATE FEE** **Friday**
07-02-2014

Last date for payment of Examination fee and submission of **Online** Examination Application forms **WITH A LATE FEE OF Rs.200/-** **Saturday**
15-02-2014

Examination Fee Particulars:

- 1 **LL.M I-Semester** is **Rs.525/- + Rs.60/-** (Memo Charges) and + **Rs.300/-** towards Examination processing fee (once in a course time) Total fee is **Rs.885/-** (Migration fee of **Rs.125/-** along with Original Migration Certificate for other than OU students) Total fee is **Rs. 1010/-**

GENERAL CONDITIONS TO THE STUDENTS:-

1. Candidates are advised to mention their Address and Father's Name in the **Online** Examination application forms without fail.

GENERAL CONDITIONS TO THE PRINCIPALS:-

The Examination Application Forms (EAF) are 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.

Fresh candidates appearing for I-Semester LL.M shall enclose Xerox copies of their Degree Certificates and marks memo of the qualifying examinations duly attested by the Principal of College concerned. The Name of the Candidate as per the Degree Certificate / Intermediate Certificate only, **Name corrections will not be entertained.** Candidates from **other Universities should enclose their Original Migration Certificate together with a fee of Rs.125/- in addition to the Examination fee.**

The University has decided to accept the payment of Examination fee through Core Banking system from the colleges under Osmania University Jurisdiction as communicated vide. Lr. No.171207/COE/2007, dated 17.12.2007. The Core Banking system has come into effect from **01.04.2008** onwards.

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.**

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In case the College is maintaining its account with any Bank other than State Bank of Hyderabad they are required to deposit money/cheque in favour of the Registrar University examination fee fund A/C No.52198262033 in any Branch of State Bank of Hyderabad for credit.

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

Note: 1. The Principals are requested to submit the I Semester Internals award Lists of LL.M Students along with the examination Application forms on or before 12-02-2014. The college has to Pay Rs.1000/- per day as Penalty for late Submission of award lists

Note: 2. The Principals are requested to submit list of full time Teachers in the enclosed Proforma, along with EAF'S'

NOTE: The Principals are requested to submit the following documents along with Examination Forms, without which the forms will not be, accepted for LL.M I-Semester Regular Examinations.

1. Latest Affiliation orders with ceiling approved by the University
2. "No Dues Certificate" from the Deputy Registrar (Academic), O.U.
3. List of admitted candidates duly approved by the Director, P.G. Admissions, O.U.
4. Clearance Certificate issued by the Director, Academic Audit Cell, O.U.
5. The Principals are requested to verify the names of the candidates in examination forms and Hall Tickets on par with the Qualifying Certificate, and enclose Xerox copy duly attested for verification.
6. The Principals are requested to submit the examination application after verify the Eligibility of the candidates to the Controller of Examinations, Osmania University. (Without late fee forms) on or before **10-02- 2014** and (with a late fee forms).On or before **17-02-2014**.along with Nominal Roll (in duplicate) Semester-Wise. Separate Abstract statement required about the payment of Examination Fee. If the Examinations Forms submitted after the due date the college has to pay Rs. 1000/- per day as penalty for late submission of forms.
7. The College is required to enclose the clearance certificate issued by the stores section of the Examination Branch as a proof for the unused examination stationery returned by the College pertaining to the examinations conducted earlier.
8. Fee paid once cannot be refunded or adjusted for any future examination.
9. Further, the Principals are requested to enclose the list of admitted candidates for the year 2013 - 2014 signed by the Director, P.G. Admissions along with I-Semester candidates Submit two soft copies (2 CDs) and two hard copies.

Sd/-

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Copy to:-

1. All the Principals of LAW Colleges
2. The Director, Academic Audit Cell, O.U.
3. The Director, University Press, O.U.
4. The Dean, Faculty of LAW, O.U.
5. The Head, Dept. of LAW, O.U.
6. The Chairman, B.O.S. in LAW, O.U.
7. The Dy. Registrar (Academic), O.U.
8. The Addl. Controller of Examinations (Confidential), O.U.
9. The P.A to the Vice - Chancellor, OU.
10. The P.A to the Officer on Special duty, OU.
11. The P.A. to the Registrar, O.U.
12. The Addl. Controller of Examinations, (EDP Section), Exam. Branch, O.U.
13. The Supdt. (Stores Section), Exam Branch, O.U.