



Tele: Office: 27682293, 27098072  
CONTROLLER OF EXAMINATIONS  
OSAMNIA UNIVERSITY  
HYDERABAD-500007

(Re-Accredited by NAAC with "A" Grade)

No. 26 /Inf./Exams/2015

Dated: 13-03-2015

### **NOTIFICATION**

It is hereby notified for information of all the concerned that, the Bachelor of Computer Applications (B.C.A.) Degree course (Main & Backlogs) and Supplementary examinations of the following years/semesters are likely to commence during the **THIRD WEEK OF APRIL - 2015**

Sl.No.	Year & Semester	Examination
1	I Year	Main & Backlogs
2.	II Year II Semester	Main & Backlogs
3	III Year II Semester	Main & Backlogs
4	II Year I Semester	Supplementary
5	III Year I Semester	Supplementary

**The detailed Time-Table will be issued in the due course of time.**

The schedule for payment of examination fee and submission of examination application forms duly completed in all aspects along with proper attestation by the Principal is given below: -

- I. Last date for submission of forms for students : 06-04-2015**
- II. Examination fee (any number of papers) Rs.985/-**
- III. Processing Fee for fresh batch of I year Rs.300/-**

In respect of the candidates who have completed Course requirement having appeared for III year II semester and completed double the duration of the Course but not crossed (8) years from the date of admission, they are required to pay a special exam fee of Rs.1000/- per subject in addition to normal Semester Fee. i.e. **08 and 09** batch only. Further the **candidates upto '07 batch are not eligible, hence they NEED NOT APPLY. LAST CHANCE FOR '08 BATCH.**

Further, the students intending to appear for III Year II Semester have to pay Rs.350-00 for Consolidated Memorandum of Marks and Rs.60-00 for Provisional Certificate along with III Year-II Semester Exam. Fee. The consolidated memorandum of marks and provisional certificate will be sent to the Principals concerned from where the candidates have to obtain the said certificates. The students need not apply individually for the above certificates at the Examination Branch. The Colleges must get **NO DUES letter from the Academic Branch. OU.**

**In respect of I year fresh admissions the Colleges have to get clearance letter from the Academic Audit Cell, O.U. and the examination application forms of I year students admitted during the academic year 2014-'15 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 Intermediate/10+2 certificate.**

All the principals/Directors of BCA Colleges are informed to forward the examination application forms through **COLLEGE LOGIN** along with a copy of last Examination Memo of the student, N.R. list in **A-3 size** and subject wise strength of candidates appearing in each year/semester to this office on or before **08-04-2015**. **They are also requested to submit the fees for received application forms only and not to pay the fee for un-received application forms. Any excess fees paid for un-received application form is not refundable or adjustable** Further, the College has to submit the sessional marks and the attendance of students in A-3 size pertaining to respective semesters, well in advance to enable this office to **UPLOAD** Hall –Tickets for the main examinations.

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### **IMPORTANT NOTE**

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.

The University has decided to accept the payment of Examination fee through CORE BANKING SYSTEM from the colleges under Osmania University Jurisdiction and the same was communicated Vide Lr.No.171207/COE/2007, dated 17-12-2007. **effective from 01-04-2008 onwards and under no circumstances DDs/Cheques will be accepted.**

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, 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 the State Bank of Hyderabad, they are required to deposit money in any Branch of State Bank of Hyderabad for credit in to **Registrar Examination Fee Fund A/c.No.52198262033(IFSC CODE OF SBH, OU BRANCH “ SBHY 0020071”)**

Further, after remitting the Examination Fee into the Registrar Exam. 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 on or before **08-04-2015**.

### **NOTE:**

1. **Submission of Examination Application Forms after 08-04-2015 attracts penalty @ Rs.1, 000/- per day, to be borne by the College. i.e.. For 4 Days Only**
2. **Any correction in Nominal Roll/Sessionals will be subject to a fine of Rs. 5000/- upto 5 incorrect entries and Rs. 25,000/- for errors in excess of incorrect entries which shall be borne by the College.**
3. **“Any discrepancies with regards to the Candidate’s 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**

To,  
The Principal/Directors of all BCA Colleges.