



PROF. G. RAM REDDY CENTRE FOR DISTANCE EDUCATION

(RECOGNISED BY THE DISTANCE EDUCATION BUREAU, NEW DELHI.)

OSMANIA UNIVERSITY

(A University with Potential for Excellence and Re-Accredited by NAAC with 'A' Grade)

HYDERABAD – 500 007 (TELANGANA) INDIA

INSTRUCTIONS FOR PAYMENT OF EXAMINATION FEE AND SUBMISSION OF EXAM FORMS FOR B.B.A./ B.A. / B.COM. I / II / III YEAR ANNUAL EXAMS (MARCH/APRIL), 2016

Last date without late fee : Upto 18-01- 2016

Last Date with late fee of Rs.100/- : Upto 23-01- 2016

Candidates should clear all the dues before submitting the examination application form

ENCLOSURES WITH THE EXAMINATION FORM

1. A bank draft for the requisite examination fees as given below in favour of The Director, Prof. G. Ram Reddy Centre for Distance Education, Osmania University, Hyderabad.

Course	Year	Amount for Papers	
		Three or More	One or Two
B.A./ B.Com.	First year	Rs.1135/-	Rs.860/-
	Second year		
	Third year		
BBA	First year	Rs.1285/-	Rs.990/-
	Second year		
	Third year		

All Fresh BBA/BA/B.Com I year candidates who are applying First time for examination should pay "Examination Processing Fee" of **Rs.200/-** in addition to the examination fee (Only one Time).

All Fresh BBA/BA/B.Com III year candidates who are applying First time for examination should pay "Provisional & consolidated memo" of **Rs.185/-** in addition to the examination fee (Only one Time).

Separate application forms should be submitted for each year of examination with separate DD.

THE CANDIDATES ARE ADVISED TO SUBMIT THE FILLED IN APPLICATION WELL BEFORE THE LAST DATE TO AVOID LAST MINUTE RUSH

Please write your enrolment number (94/ /) & Course at the back of all the bank drafts on the examination forms and on self addressed envelope (Top left corner)

2. **Printed Hall Ticket & Time table will not be sent by Controller of Examinations, OU., OR PGRRUDE, OU. Candidate has to down load Hall Ticket & Time Table from www.oucde.ac.in. compulsorily.**

3. Candidates can pay the Examination Fee through any Nationalised Bank only and payable at Hyderabad.
4. The U.G. Exams are likely to be held in **March/April,2016**.
5. Photostat Copy of Memo of Marks of Previous Examination.
A Photostat copy of Identity Card should be enclosed.
6. Examination fee once paid will not be refunded.

7. Examination Centre : Examination Places :

Examination Centres (District)	Places	B.B.A. Examination Centre Hyderabad & Secunderabad only
i. HYDERABAD	Hyderabad and Secunderabad	
ii. MAHABUBNAGAR	Mahabubnagar TOWN ONLY	
iii. NALGONDA	Nalgonda TOWN ONLY	
iv. NALGONDA	Suryapet TOWN ONLY	
v. MEDAK	Medak TOWN ONLY	
vi. MEDAK	Sangareddy TOWN ONLY	
vii. MEDAK	Siddipet TOWN ONLY	
viii. NIZAMABAD	Nizamabad TOWN ONLY	
ix. NIZAMABAD	Kamareddy TOWN ONLY	
x. RANGA REDDY	Vikarabad TOWN ONLY	
xi. RANGA REDDY	Tandur TOWN ONLY	

Note: 1. If a candidate forgets to write the name of the place for the examination, the student concerned will be automatically allotted to a centre (College) in Twin Cities by the Examination Branch, OU.

2. **If any tuition fee is due, please remit it immediately before submitting the exam form otherwise Hall Ticket will not be issued.**

8. The examination form duly filled in should be submitted at **the Prof. G. Ram Reddy Centre for Distance Education, Osmania University, Hyderabad – 500 007** office only through post or in person.
9. If the candidate belongs to any other Board / University he / she should submit the Migration Certificate in original, with the specified fee of **Rs.125/-** through Demand draft in favour of the Director, Prof. G. Ram Reddy Centre for Distance Education, Osmania University, Hyderabad – 7.
10. This notification is meant for the failed candidates of Supplementary, 2015 and in earlier examinations.
11. All matters relating to Exams / Results / Marks / Certificates shall be dealt with by **the Controller of the Examinations, OU. (Phone No.040-27682374 (BA Ext.202 & B.Com. / BBA Ext.204) web site www.osmania.ac.in**

IMPORTANT NOTE

12. **The transferred students** of Affiliated colleges of O.U. or other Universities seeking admission into BBA, BA., and B.Com. II & III year should compulsorily have to pass (1) a. Indian Heritage & Culture (b) Foundation Course in Human Values & Professional Ethics in 1st year BBA, BA, and B.Com. (2) Environmental Studies in 2nd year BA, and B.Com. (3) Science & Civilization in 3rd year BBA, BA, and B.Com. and have to register for the above subjects with separate examination fee and form failing which their degree will not be issued.

IMPORTANT

Submit the examination application form personally in the office well in time so that errors, if any, may be corrected and avoidable delay eliminated.

NOTE:

- i) Whenever there is a change in syllabus, the old batch of students have to appear according to the new syllabus. Whenever they appear, they have to ascertain the papers they have to appear and fill in the form. The Centre will not be responsible if they fail to adhere to the rules and regulations in force.
- ii) Candidates who appeared for B.Com. I, II & III year exams with old syllabus upto Annual 2005 for B.Com I year, Annual 2006 B.Com II year and Annual 2007 B.Com III year will have to appear the new syllabus subject from **Suppl.2005, Supp. 2006 and Supp. 2007** exams in the following new subjects. (whose Hall Ticket No. begins with **094-04-000** and earlier batches should appear as per New Syllabus)

S.NO.	OLD SUBJECTS	NEW SUBJECTS
1	Accountancy – I	Financial Accounting – I
2	Banking Theory & Practice	Banking & Financial Systems
3	Accountancy – II	Financial Accounting – II
4	Business Statistics	Quantitative Techniques – II
5	Mercantile Law & Industrial Law	Business Laws
6	Accountancy – III	Corporate Accounting
7	Auditing	Business Communication & Report Writing
8	Cost Accountancy	Cost & Management Accounting
9	Income Tax	Income Tax & Practical Auditing
10	Management Accountancy	Adv. Management Accounting

- iii) The results of ineligible candidates will be withheld or cancelled and the Prof. G. Ram Reddy Centre for Distance Education is not responsible, if any individual submitted the examination application form ignoring the rules of exams/ improvement.

GENERAL INFORMATION

1. **Communication Facilities: Phones Nos. 040 – 27091605, 27682275, 27098350, 27097177**
2. **E-mail: ugcde@osmania.ac.in and info_cde@osmania.ac.in**
3. **Internet (url): <http://www.oucde.ac.in/ug>**
4. **Examination Results Internet : www.osmania.ac.in**

For all legal matters, the jurisdiction is restricted to Hyderabad City only.

DIRECTOR