



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.

The Principals are requested to submit the **online Examination Application Forms (EAF)** to the Controller of Examinations, O.U. by date **17.06.2015**. If the examination application forms received after due date is over, the College has to pay **Rs.1000/-** per day as penalty for late submission of forms.

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.

**Fee paid once cannot be refunded or adjusted for any future examination.**

**“No Dues Certificate” for the Academic Year 2014-15 from the Deputy Registrar (Academic), O.U. and clearance certificate from Nodal Officer, Statistical Cell, O.U.**

**The Principal is requested to submit the Internals award lists of M.A.M. II & IV-Semester Online only by 17.06.2015 and submit the hard copy to Controller of Examinations, O.U. Manual Internal awards are not entertained by Controller of Examinations, O.U.**

**\*\*NOTE : As per notification, not eligible student’s numbers will be deleted/removed from result process at any time, if Hall Ticket issued.**

Sd/-  
A C O E (MBA)

Sd/-  
CONTROLLER OF EXAMINATIONS

**Copy to:-**

1. All the Principal \_\_\_\_\_
2. The Director, Academic Audit Cell, O.U.
3. The Director, University Press, O.U.
4. The Dean, Faculty of Management, O.U.
5. The Head, Dept. of Business Management, O.U.
6. The Chairman, B.O.S. in Business Management, O.U.
7. The Dy. Registrar (Academic), O.U.
8. The Addl. Controller of Examinations (Confidential), O.U.
9. The P.A. to the Registrar, O.U.
10. The Addl. Controller of Examinations, (EDP Section), Exam. Branch, O.U.
11. The Supdt. (Stores Section), Exam Branch, O.U.