

NOTIFICATION

It is hereby notified that the **M.B.A. III - Semester (Regular of 2014-2015 Batch)** Examinations pertaining to the candidates of University & Affiliated Colleges including O.U. PG Colleges at Districts are scheduled to be held in the Month of **December, 2015**. The detailed Time-Table will be notified separately in due course.

SCHEDULE OF EXAMINATION FEE

Fee for all Papers

Rs.1650+60 =1710/- (Memorandum of Marks)

The payment of examination fee and submission of examination application forms is as follows :-

Description	Last dates	
	Without Late Fee	With late fee of Rs.300/-
<u>To Students</u> Payment of Examination fee and submission of Examination application forms at their respective colleges	23.11.2015	03.12.2015
<u>To Colleges</u> 1. Remittance of consolidated Examination fee to the Registrar Osmania University Exam Fee Fund A/c No. 52198262033.	26.11.2015	05.12.2015
2. Submission of E.A.F. Online	26.11.2015	05.12.2015
3. Submission of Hard copy of EAF	11.12.2015	

SPECIAL INSTRUCTIONS TO THE PRINCIPALS :-

The college login will be closed on the last date i.e. 05.12.2015 at 5.00 p.m..

- The late fee amount will be levied automatically in case the fee is not Remitted to the O.U. A/c and forms are not submitted as per the above schedule.
- Principals are requested not to forward/submit the EAF of Not Eligible Candidates. The results of Not Eligible candidates will be cancelled at any stage, if they write the examination.
- The Principals are requested to upload the candidates specialization subjects, after due verification of your records/Internal marks. Any changes in the specialization subjects will not be entertained by the Examination Branch, O.U. after once uploaded

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 Principals are requested to submit the examination application forms to the Controller of Examinations, O.U. by dt. **11.12.2015**. 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 Principals are requested to submit Internal Assessments marks with CD before issuing Hall Tickets, failing which the Examination Branch is not responsible for non -entering of Internal Marks.

P.T.O.

The Blind, Physically Disabled, Deaf & Dumb students (who have 40% of minimum Disability) need not to pay Examination Fee as per O.U Order No. 1555/228/2007-08/Budget-V, dated: 25-03-2008. A Xerox Copy of Medical Certificate must be attached to the EAF.

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.

NOTE : 1. All the Principals are informed that the student name corrections will not entertained. Kindly verify before sending EAF to Controller of Examinations, O.U.

2. The Principals are requested to submit the Internal award lists of M.B.A. III-Semester Online only by 11.12.2015 ANY CHANGE OF SPECIALIZATION PAPERS AND MANUAL INTERNAL AWARDS are not entertained by Controller of Examinations, O.U.

3. AS PER NOTIFICATION, NOT ELIGIBLE STUDENT'S NUMBERS WILL BE DELETED/REMOVED FROM RESULT PROCESS AT ANY TIME, IF HALL TICKET ISSUED.

4. THE PRINCIPALS ARE REQUESTED TO UPLOAD THE UNIVERSITY APPROVED FACULTY MEMBERS LIST AND HARD COPY SHOULD SUBMIT ALONG WITH EAF FORMS DULY SIGNED BY COLLEGE PRINCIPAL.

Sd/-
A C O E (MBA)

Sd/-
CONTROLLER OF EXAMINATIONS

Copy to:-

1. All the Principals of MBA Colleges
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 Secretary, to the Vice-Chancellor, O.U.
8. The Dy. Registrar (Academic), O.U.
9. The Addl. Controller of Examinations (Confidential), O.U.
10. The P.A. to the Registrar, O.U.
11. The Co-ordinator, (EDP Section), Exam. Branch, O.U.
12. The Supdt. (Stores Section), Exam Branch, O.U.