



Telephone: Office: 08542-200210
CONTROLLER OF EXAMINATIONS
PALAMURU UNIVERSITY
MAHABUBNAGAR – 509 001

No.36/U.G/Supply/Exams/2015-16

Dated: 03-09-2015

NOTIFICATION

BA/B.Com./B.Sc. SUPPLEMENTARY EXAMINATION -2015 (For Backlog & Improvement students only)

The last date for payment of examination fee and submission of application forms for B.A./B.Com.(General)/B.Com.(Computers)/B.Com. (Vocational) /B.Sc. of I, II & III years Supplementary Examinations (for Backlog & Improvement students only) to be held in Sep. / Oct. 2015 is as follows:-

Descriptions	Last dates	
	Without late fee	With late fee of Rs.100/-
<u>To Students:</u> Payment of Examinations fee and submission of Examination application forms at their respective colleges.	18-09-2015	22-09-2015
<u>To Colleges:</u> 1.Remittance of consolidated Examination fee through DD in favour of Registrar, Palamuru University, Mahabubnagar	22-09-2015	24-09-2015
2.Submission of E.A.F. Online	28-09-2015	28-09-2015

SPECIAL INSTRUCTIONS TO THE PRINCIPALS

- ❖ The college login will be closed after the last date.
- ❖ **The late fee amount will be levied automatically in case the fee is not remitted to the P.U. A/c and forms are not submitted as per the above schedule.**
- ❖ Late Fees will be levied, if online EAFs are not submitted on or before due date, even if fees remitted into fund account within due date.
- ❖ 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 Principles are requested to payment of Consolidated exam fee amount **D.Ds (SBH/SBI)** in favour of **"Registrar, Exam Fee Account, Palamuru University, Mahabubnagar"**

Note:

1. The detail of examination fee schedule is enclosed.
2. The Examination application forms of ALL students (All batches) are to be submitted online through college login. Also, hard copy 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 Memo.
3. Whenever the syllabus changes, two more examinations i.e one in the following September and the other in the following March shall be conducted according to old syllabus/regulations. Candidates not appearing in these examinations or failing in them shall take the examinations subsequently according to the changed syllabus/regulations.

*** Hence, in Supplementary – 2015 all Backlog candidates have to write their Examinations according to the New Syllabus, for the papers where there is change in syllabus during the Academic Year 2014-2015.**

4. All the candidates of all Batches who have backlog of **English paper- I & Paper- II** have to appear for the Viva- Voce, CBT and Theory Examination.
5. The exact date of commencement of the examinations and detailed time – table will be notified later.
6. **Each Practical paper, IHC, Env. Studies, Science & Civilization, Compute Skills I&II and Human Values& Professional Ethics are treated as separate papers. The Candidate has to pay the examination fee and register for the examination.**
7. The Principals of the Under – Graduate colleges Palamuru University, Mahabubnagar are requested to :
 - a) **Not to collect the Exam fee from Blind, Physically Disabled, Deaf & Dumb students.** A Xerox Copy of Medical Certificate confirming their status as Handicapped (minimum percentage of disability must be of 40%) must be attached to the Application forms. **Blind, Physically Disabled, Deaf & Dumb Students Application forms should be submitted separately along with Separate Nominal Roll.**
 - b) Inform all the concerned candidates that the payment of examination fee & submission of application forms will not be entertained after the due date **under any circumstances.** The Examination fee once paid by the candidate will not be refunded or adjusted.
 - c) Instruct the students to enclose the Xerox copies of the memorandum of marks of earlier examinations to verify eligibility.
 - d) In case of the candidates transferred from other Universities and autonomous colleges a new HT number which is not allotted earlier to any of the candidate of the college has to be allotted and enclose the P.U Admission/Permission orders for transfer, memorandum of marks and migration certificate of the parent University.
8. The University has decided to accept the payment of Examination fee through **Demand Draft** in favour of the **Registrar, Palamuru University, Mahabubnagar**
9. Submit all the **Application forms** along with the
 - I. **Consolidated DD** obtained from the SBH/SBI Bank (B.A/B.Com/B.Sc year wise to be taken separately) in favour of “Registrar, Exam Fee account” should be submitted to the Examination Branch. (In no case individual DD’s submitted by students will be accepted).
 - II. **Nominal Rolls (Only one copy)** : One hard copy of nominal rolls (consolidated list of candidates) generated using the Students **online information System** after due verification and signed by the Principal.
 - III. **Subject-wise Data & Elective Papers Data** of registered candidates in the prescribed proforma, which must matched with that of the applications submitted.
 - IV. List of Transferred Candidates.
 - i. Transferred from one college to another college of Palamuru University
 - ii. Transferred from other Universities.
 - V. **List of Physically handicapped and Deaf & Dumb Candidates.**
 - VI. **Fees Abstract (in duplicate) one hard copy of the Fee Abstract Prepared/downloaded using the link provided at College Login.**

10. Eligibility for Improvement

- a. Candidates, who appeared and passed their I or II year in one attempt in April 2015 are alone eligible to appear for improvement in one or more papers of I or II years respectively.
- b. For Improvement of division under part-I the candidates have to appear for both English and second language of II year at a time. Improvement in marks without effecting the division will not be taken into account and the marks secured earlier only hold good.
- c. For improvement of division under part-II the candidate has to either appear for all the papers of III year including Practical's or any number of optional papers of I and II year (who have not availed improvement chances earlier) along with all III year papers (compulsory) also.
- d. The candidates are permitted to appear twice for part-I and part-II improvements during the period of 3 years from the date of completion of their degree.

11. Application forms with all the above requirements should reach the Examination Branch, PU, on or before 22nd September 2015 for without late fee and 24th with late fee. A penal fee @ Rs.5,000/- per faculty will be collected per day from the college on applications received after 24th September 2015.

12. This notification is available on website www.palamuruuniversity.com

Sd/-
CONTROLLER OF EXAMINATIONS

Copy to :

- 1) The Principal of concerned college,
- 2) The Secretary to Vice-Chancellor, P.U.,
- 3) The P.A. to Registrar, P.U.,
- 4) Notice Board of the Examination Branch, P.U
- 5) The Principals of concerned Colleges are requested to display the Press Note on Notice Board of the College.



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No.36/U.G/Supply/Exams/2015

Dated: 03-09-2015

To
The Principal,

Sub:- B.A./B.Com./B.Sc (YWS) Supplementary Examinations – 2015,
Examination Fee Details – Regarding

Sir/ Madam,

The details of Examination Fee payable for B.A./B.Com./B.Sc. (YWS) examinations is as follows :-

B.A, B.Com & B.Sc I, II & III Year

a) up to 2 papers	Rs.465/- +Rs.50/- For Memo	} + Rs.50/- For <i>English CBT I/II Yr.</i>
b) 3 or more papers	Rs.715/- +Rs.50/-For Memo	
c) Improvement per Paper	Rs.300/- + Rs.50/- For Memo	
d) Migration fee	Rs.125/-	
(Candidates who took admission from other Board/University)		
e) Additional Fee per Paper	Rs.1000/-	

Kindly, collect the Examination Fee from the Candidates for Supplementary Examinations - 2015 as mentioned above as D.Ds in favour of "the Registrar P.U Fee Fund as specified in the notification.

Sd/-
Controller of Examinations