

**KERALA UNIVERSITY OF HEALTH SCIENCES**

THRISSUR – 680596

No. 2131/3rd MBBS part II /KUHS/2016

Date: 19.02.2016

**NOTIFICATION**

The **Third Professional MBBS Degree Part II Regular and Supplementary Examinations will be conducted by the University from 01.04.2016 onwards**. The **detailed time table will be announced later**. All Medical Colleges affiliated to this University should submit their applications for Examination, Attendance Statement and Internal Assessment marks **through online** (University website [www.kuhs.ac.in](http://www.kuhs.ac.in)) and forward the summary printouts duly countersigned by the Principal / Head of the Institution to the Controller of Examinations, along with fee separately on or before the date stipulated.

**The list of eligible examiners (internal / external / evaluator) for this examination, for General Medicine, General Surgery, OBG, Orthopaedics and Paediatrics in the prescribed format should be uploaded in the KUHS website along with examination registration of students and the printout should be countersigned by the principal / Head of the Institution and forwarded to the University along with examination registration report. Admit cards will not be issued to colleges which are not uploading the faculty details.**

The details of fees and other particulars are given below:

• **FEES – TABLE I**

Sl. No.	Details	Fee(₹)
1	Application fee	100/-
2	Fee for mark list	200/-
3	Fee for each paper (inclusive of Theory, Practical and Viva)	440/-
4	Fee for provisional certificate(to be paid only once)	300*2=600/-
5	Fee for original certificate(to be paid only once)	500/-

6	Fine to be paid per paper after the last date stipulated (Sl. No. 3 of table II)	100/-
7	Super Fine to be paid per paper after the last date stipulated (Sl. No. 4 of table II)	300/-
8	Fine for late submission of Internal Assessment marks / Attendance	5000/-

• SCHEDULE FOR REGISTRATION AND APPLICATION FOR EXAMINATION -  
TABLE II

Sl No	Date	Details	
		Exam Registration	Attendance & Internal Assessment
1	01.03.2016	Start of online Registration	Start of online submission of Attendance & Internal Assessment
2	11.03.2016	Last date for online Registration of Examination and entry of fee details	Last date for online submission of Attendance & Internal Assessment
3	15.03.2016	Last date for online Registration of Examination with fine of ₹. 100/-per paper.	
4	17.03.2016	Last date for online Registration of Examination with super fine of ₹. 300/-per paper.	Last date of online submission of Attendance Report & Internal Assessment with fine of ₹.5000/- (from 09.03.2016 to 15.03.2016.)
5	21.03.2016	Last date of receipt of printout of Attendance report, Internal Assessment and Examination Registration report in the University.	
6	26.03.2016	<u>Last date of receipt of printout of Attendance report, Internal Assessment and Examination Registration report of candidates applied with fine/superfine, in the University.</u>	

7	29.03.2016	Issue of Admit cards
8	01.04.2016	Date of Examination

### **Instructions to the Candidates**

- i. The fee once paid will not be refunded or adjusted under any circumstances.
- ii. Applications after the stipulated date will not be entertained on any grounds.

### **Instructions to the Principal / Head of Institution**

- **Remittance of Examination Fee:**

- a) The Principal / Head of the Institution should collect Examination fee from all the candidates and remit the consolidated amount to the University Fund through a **single Demand Draft drawn in favour of Finance Officer, 'SBI-KUHS Examination Fee Account No. 31768842875, payable at 'Thrissur'.**
- b) **The Principal / Head of the Institution should send a separate statement showing the details of those SC/ST/OEC candidates who are not remitting the examination fee with an undertaking that their examination fee will be claimed by the College from the Department concerned and remit the same to the University.**
- c) All applications for registration should be accompanied by the prescribed fee. If the examination fee is transferred online, proper documents in this regard is to be furnished along with other documents.
- d) **Those candidates who have shortage of Attendance and have not obtained minimum marks for Internal Assessment are not eligible for appearing the examination. Principal / Head of Institution are solely responsible for any lapses in this regard.**
- e) **Partial appearance will be permitted only to those candidates who secure 80% attendance in all subjects of the respective examination, including the subjects for which the candidate is not appearing.**

f) The **Institutions** which are not recognised as University Examination Centre for Theory Examinations **have to remit** to the University, an **additional amount of ₹. 100/- per candidate per paper** for using another Approved Centre.

g) **No other fees should be collected from the candidates for this examination purpose.**

- **Attendance:**

a) The Principal / Head of the Institution are required to furnish attendance of all the candidates. There is no provision for condonation of shortage of attendance from the University. **However the principal, on recommendations by the HOD/ Dept in charge can condone the shortage of attendance of a candidate to a maximum of 10% for a subject (s) once in a course period (under intimation to the Controller of Examinations with fee of Rs 500/- per subject) and the attendance percentage after condonation should be uploaded in the website,**

b) **The Principal / Head of the Institution should send a separate statement showing the details of those candidates who were granted condonation of shortage of attendance and copies of proceedings granting condonation to those candidates with an undertaking that the candidates were not granted condonation earlier.**

c) The summary printout of Application for Examination and Attendance Statement, duly countersigned by the Principal / Head of Institution should be forwarded **so as to reach the University before 5.00pm on the last date stipulated.**

d) The attendance of the candidates should be displayed on the College Notice Board for the benefit of the candidates.

- **Internal Assessment:**

**The printouts of Internal Assessment Marks should be signed by each candidate against their marks. This statement signed by the Head of the**

Department, duly countersigned by the Principal / Head of the Institution should reach the University before 5.00pm on the last date stipulated. A photocopy of the same should be displayed on the College Notice Board.

- **Pass Criteria : As per University Regulations**

- **Admit Card:**

Admit Cards will be issued to all colleges **through online**. The Principal / Head of Institution should download the Admit Cards and distribute the same to the candidates, after getting candidates' signature and counter signed by the Principal with College seal.

- **Request for Advance Amount**

Request for advance in respect of theory examination may be forwarded to the Finance Officer or email to [fo@kuhs.ac.in](mailto:fo@kuhs.ac.in) or to [exam.finance@kuhs.ac.in](mailto:exam.finance@kuhs.ac.in) along with registration report.

Sd/-

**Controller of Examinations**

To

Principals / Head of Institutions of all Medical Colleges affiliated to KUHS

Copy to:

System Manager/University website/PRO