No. 14 /Inf./Exams/2014   Dated: 25-03-2014

N O T I F I C A T I O N

It is hereby notified for the information of all the concerned that the Bachelor of Computer Applications (B.C.A.) Degree course (Main & Supplementary) Examinations of the following semesters are likely to commence during the **Third** week of April 2014.

Sl. No.	Year & Semester	Examination
1	I Year	Main & Backlogs
2	II Year II Semester	Main & Backlogs
3	III Year II Semester	Main & Backlogs
4	II Year I Semester	Supplementary
5	III Year I Semester	Supplementary

The detailed Time-Table will be issued in the due course of time.

The schedule for payment of examination fee and submission of examination application forms duly completed in all aspects along with proper attestation by the Principal is given below: -

I. Last date for submission of form for students   04-04-2014
II (a). Examination fee (any number of papers)   Rs.900
   (b). Processing Fee for fresh batch of I year.   Rs.300/-
   ©. Migration Fee for Fresh I year students   Rs.125/-

In respect of the candidates who have completed Course requirement having appeared for III year II semester and completed double the duration of the Course but not crossed Eight (8) years from the date of admission, they have to pay an additional amount of **Rs.1000/-** per subject in addition to normal Semester Fee. i.e. **07 and 08** batch only. Further the candidates upto '06 batch are not eligible, hence they **NEED NOT APPLY.**

Further, the students intending to appear for III Year II Semester have to pay **Rs.350/-** for Consolidated Memorandum of Marks and **Rs.60/-** for Provisional Certificate along with III Year II Semester Fee. The consolidated memorandum of marks and provisional certificate will be sent to the Principals concerned from where the candidates have to obtain the said certificates. The students need not apply individually for the above certificates at the Examination Branch. The Colleges must get no dues letter from the Academic Branch, O.U.

In respect of I year fresh admissions admitted during 2013 – 2014 and II/I & III/I (Main) the Colleges have to get clearance letter from the Academic Audit Cell, O.U. All the examination application forms of all semesters including Backlogs are to be submitted online through college login. Also, hardcopy 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 Intermediate/10+2 certificate. The candidates other than Board of Intermediate have to submit **MIGRATION CERTIFICATE**

The Principals/Directors of B.C.A. Colleges are informed to forward the examination application forms of BCA .along with a copy of last Examination Memo of the students, Nominal Roll list in **"A-3"size** and subject-wise strength of candidates appearing in each year/semester to this office on or before **09-04-2014**. **They are also requested to submit the fees for received application forms only and not to pay the fee for un-received application forms. Any excess fees paid for un-received application form is not refundable or adjustable.** Further, the College has to submit the sessional marks and the attendance of students in **"A-3"size** pertaining to respective semesters, well in advance, to DOWNLOAD THE Hall Tickets for the examinations.

IMPORTANT NOTE

As a part of the Core Banking System, all the students are hereby instructed to deposit the Examination Fee into their respective College Accounts only for onward transmission to the University by the college

As notified earlier the   payment of Examination fee is through **Core Banking System** only. i.e. **Registrar Examination Fee Fund A/c.No.52198262033**

In case the College is maintaining its Account with any Bank other than the State Bank of Hyderabad, they are required to remit the fee through RTGS for credit in to **Registrar Examination Fee Fund A/c.No.52198262033 (IFSC CODE OF SBH,OU BRANCH "SBHY0020071").**

Further, after remitting the Examination Fee into the Registrar Exam. Fee Fund Account through Core Banking System the Colleges can obtain a receipt from the Bank and submit the same to the Examination Branch along with Examination Forms on or before **09-04-2014.**

1) <u>In case of the I year students admitted in 2013-14 academic year.</u> One Hard copy of nominal rolls (consolidated list of candidates) generated Using the students information system after due verification by the Principal and signed by the Director, Directorate of Academic Audit, OU.

1) Submission of Examination Application Forms after 09-04-2014 attracts a penalty @ Rs.1,000/- per day, to be borne by the College.

2) Any correction in Nominal Roll/Sessionals/Attendance will be subject to a fine of Rs.5,000/- upto 5 incorrect entries and Rs.25,000/- for errors in excess of 5 incorrect entries which shall be borne by the College.

CONTROLLER OF EXAMINATIONS

To
The Principals / Directors ....

Copy to:
1. The Dean, Faculty of Informatics, O.U.
2. The O.S.D. to the Vice Chancellor, O.U.
3. The P.R.O., O.U.
4. The Head/Chairman, BOS in Computer Science & Engineering/Informatics, O.U.
5. The Addl. Controller of Examinations (Confidential / E.D.P.), O.U.
6. The Director, Academic Audit Cell, O.U.
7. The Director University Press & Publications, O.U.
8. The Co-ordinator, Examination Branch, O.U.
9. The Joint Registrar, Academic Branch, O.U.
10. Secretary to the Vice Chancellor, O.U.
11. P.A to the Registrar, OU.
12. Enquiry Counter, Examination Branch, O.U.