

No.020/MDHM/Exams/2015

Date : 20.11.2015

PRESS NOTE

It is hereby notified that the Master's Degree in Hospital Management (MDHM) I & III Semester (Regular) Examinations are scheduled to be held in the Month of December, 2015. The detailed Time-Table will be issued in due course.

FEE PARTICULARS :

- | | |
|---|---|
| 1) Fee for all Papers | Rs.1650+60 =1710/- (Memorandum of Marks) |
| 2)* Processing fee
(once in a course time) | Rs.300/- (For I-Semester candidates only) |

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	27.11.2015	30.11.2015
<u>To Colleges</u> 3. Remittance of consolidated Examination fee to the Registrar Osmania University Exam Fee Fund A/c No. 52198262033.	30.11.2015	02.12.2015
2. Submission of E.A.F. Online	30.11.2015	02.12.2015
3. Submission of Hard copy of EAF	04.12.2015	

SPECIAL INSTRUCTIONS TO THE PRINCIPALS :-

The college login will be closed on the last date i.e. 04.12.2015 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 candidates appearing for the above examinations should submit online Examination Application forms carefully and enclose Xerox copies of Memorandum of Marks for the earlier examinations duly attested by the Principal of the concerned College for ready reference, failing with the forms will not be accepted. Xerox copies of Examination Application Forms & Photographs will not be considered.

Fresh candidates appearing for M.D.H.M. I-Semester shall enclose Xerox copies of their Degree Certificates and marks memo of the qualifying examinations duly attested by the Principal of College concerned. Candidates from other Universities should enclose their Original Migration Certificate together with a fee of Rs.150/- in addition to the Examination fee.

The candidate appearing for the above examinations should fill Examination Application Forms carefully and enclose Xerox Copies of Memorandum of Marks for the earlier examinations duly attested by the Principal of the concerned College for ready reference, failing which the forms will not be accepted. Xerox Copies of Examination Application Forms & Photographs will not be considered.

The Principal is requested to verify the examination forms and eligibility of the candidates and forward the same to the Controller of Examinations, Osmania University by 04.12.2015 positively, along with the Nominal Roll (in duplicate) Semester wise. Separate abstract statement required about the payment of Examination fee.

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 online Examination Application Forms (EAF) and Internal Award List to the Controller of Examinations, O.U. by date 28.11.2015. 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.

- NOTE :**
1. All the Principal is 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.D.H.M. I & III-Semester Online only by 04.12.2015 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.

A.V. Rasthi
A COE (M.B.A.)

h. B. Sharma
CONTROLLER OF EXAMINATIONS

Copy to:-

1. The Principal, Univ. College of Commerce & Business Mgt., O.U.
2. The Principal, Apollo Institute of Hospital Admn., Jubilee Hills, Hyd.
3. The Principal, Deccan School of Management, Hyderabad.
4. The Dean, Faculty of Business 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 Addl. Controller of Examinations (Confidential), O.U.
8. The Director, Academic Audit Cell, O.U.
9. The Director, University Publication & Press, O.U.
10. The Dy. Registrar (Academic), O.U.
11. The Addl. Controller of Examinations (EDP Section), Exam. Branch, O.U.