



OFFICE OF THE CONTROLLER OF EXAMINATIONS
SATAVAHANA UNIVERSITY

KARIMNAGAR – 505 001 (T.S.)

website: www.satavahana.ac.in, email: www.satavahana.in

No. 1352 -UG-Exm-Supply-2018

04.09.2018

NOTIFICATION

It is hereby notified for information to all the candidates that UG I / II and III year Supplementary Examinations, Ex / Improvement of B.A(L) / B.A / B.B.M / B.COM./ B.Sc. courses of this University, who are desirous to appear for the Supplementary Examinations, will be held in the month of October, 2018. The last dates for payment of examination fee and submission of application forms at their respective colleges are shown below:

1. without late fee 24-09-2018
2. with a late fee of ₹ . 300/- 29-09-2018

Fee Particulars

COURSES	I,II&III Year Fee Amount
B.A.(GEN) / B.Com (GEN) (4 or More Papers)	630+20*
B.A.(GEN) / B.Com (GEN) (Upto 3 papers)	495+20*
Improvement for each paper	300+20*
B.A. (COMP) / B.B.M./B.Sc/B.Com (COMP) (4 or More Papers)	730+20*
B.A. (COMP) / B.B.M./B.Sc/B.Com (COMP) (Upto 3 papers)	555+20*
Improvement for each paper	300+20*

- Cost of memorandum *

Note:- For detailed instructions for Submission of Supplementary I, II & III Year students, see website. www.satavahana.in

Instructions to Students

1. In case of late registration and submission a separate penalty of (Rs. 5000/-) per day for each year should be remitted.
2. Only single application form should be used by each candidate irrespective of the year/years for which he/she desires to register as Ex./Improvement candidate.
3. Application form(s) **will not** be accepted directly from any candidate or from the Principal after the due date.
4. Fee once remitted **will not** be refunded or adjusted under any circumstances. Therefore, the candidates should confirm their eligibility by going through the rules and before the remittance of examination fee.
5. In case of transfer of students from one college to the other, **transfer orders** should be enclosed with Nominal Rolls.
6. The date of Commencement of Examinations and the detailed Time-Table will be notified in due course.
7. Examination Application form (EAF) will not be allowed after issuance of Hall Tickets.

Guidelines for Principals

1. Following is the **Schedule** for submission of forms and nominal rolls.

Fee Particulars	Last date for payment of exam fee	Last date for consolidated payment of fee by the Principal (through D.D.)	Last date for submission of application forms along with nominal rolls & D.D. to the C.O.E.
Without Late Fee	24-09-2018	26-09-2018	27-09-2018
With a late of ₹ . 300/-	29-09-2018	01-10-2018	03-10-2018

2. Application forms of I,II & III year candidates should be submitted along with
 - i. **2 hard copies of nominal rolls in the prescribed proforma.**
 - ii. **No dues certificate from Dean, College Development Council, SU.**
 - iii. **No dues certificate from Dean, Academic Affairs, SU.**

3. The candidates with late fee of Rs.300/- should be directed to remit the examination fee and late fee directly in the form of D.D. drawn in favour of „**The Registrar, Examinations A/c. „SU KNR**. Fee remitted in other modes and applications sent after the prescribed dates **will not** be accepted under any circumstances and will summarily be rejected. Late fee (Rs.300/-) forms should be submitted to the Controller of Examinations on or before 03-10-2018, through college nominal rolls.
4. Every application must possess a receipt of payment issued by the college towards examination fee collected from the candidate, (**Except late fee of Rs .300 /- forms**) failing which it will not be accepted.
5. Application forms should be **scrutinized and signed** by the Academic Coordinator of the college in accordance with the guidelines and instructions issued and should be tied separately in chronological order. Applications of not eligible candidates are liable for rejection at any stage whenever they are detected. For this, the University will not be held responsible in any manner.
6. Payment of fee must be in the form of consolidated **Demand Draft Course Wise** only. Any other mode of payment is not accepted.
7. The application forms of the candidates who have put in the required percentage of attendance only to be forwarded to the University.
8. Application forms **will not** be accepted from the colleges after **03-10-2018**.
9. Submission of **Examination Application Form (EAF)** from the respective college in online(www.satavahana.in)i)without late fee **26-09-2018**.ii)with a late fee **01-10-2018**.


Addl. Controller of Examinations


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