



Office of the Controller of Examinations
TELANGANA UNIVERSITY
NIZAMABAD – 503 322

No: TU/EB/PG-RL/2015/03

Date: 05-01-2015

NOTIFICATION

It is hereby notified that the **MBA / MCA / 5YIPGP IMBA I Semester Regular Examinations** will be held in the month of **February 2015**. The following are the last dates for the payment of Examination fee and submission of Application forms:

- (i) Last date for payment of Examination fee and submission of Application form **without fine : 17.01.2015**
- (ii) Last date for payment of Examination fee and submission of Application form **with a fine of Rs.100/- : 22.01.2015**

The fee particulars are as follows :

I SEMESTER :

1. MBA/MCA/IMBA (for all subjects) : Rs.800/- + Rs.200/- Processing Fee

Candidates have to submit a Xerox copy of Memorandum of marks of examination he/she appeared previously along with application form.

1. The date of commencement of Examinations and the course-wise detailed Time-Table will be notified in due course.
2. Application form(s) will not be accepted directly from any candidate or from the Principal after the due date.
3. The students should fill the Online examination application form and submit to the Principal concerned.
4. The students should enter their name correctly in the examination form as per their Degree certificates (other than Integrated course) / Intermediate Certificate (for Integrated Course). Telangana University will not be responsible for any mistakes in the candidate's details.
5. The students of campus colleges have to pay the fee through B Challan (which is available in the college office) in favour of the **Registrar, TU, Examinations Accounts** payable at State Bank of India, Telangana University Branch(Code No.13804), Nizamabad – 503 322.
6. For Affiliated colleges, payment of fee must be in the form of consolidated Demand Draft (course wise) from any **Nationalised Bank** drawn in favour of **The Registrar**, Telangana University, Nizamabad. Any other mode of payment is not accepted. Following are the Last dates for consolidated payment of examination fee by the Principal (through DD):

- i) **Without fine : 21-01-2015**
- ii) **With a fine of Rs.100/- : 23-01-2015**

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7. **FEE PAID ONCE CANNOT BE REFUNDED OR ADJUSTED FOR ANY FUTURE EXAMINATION**
8. Application forms should be scrutinized and signed by the Principal/ Academic Co-ordinator of the college in accordance with the guidelines and instructions issued and should be tied up 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.
9. **The Principals are requested to forward all the examination application forms of the eligible candidates duly attested on or before 27.01.2015 without fail. Forms received after the due date will be levied a penal fee of Rs. 1000/- per day.**
10. **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.**
11. The College will be held responsible for any mistake committed while filling the Candidate name, Father name and Paper Title (Theory & Practical) through **ONLINE. IN CASE OF ANY MISTAKE Rs. 1000/-** will be levied as **fine** for rectification of each error.
12. The Principals are requested to submit compulsory the following documents along with application forms, otherwise their forms will not be accepted.
 - (i) 3 hard copies of nominal rolls in the prescribed proforma approved by Director, Directorate of Academic Audit, TU.
 - (ii) The detailed fee statement signed by the college Principal.
 - (iii) No Dues Certificate and Affiliation extension order for the year 2014-15 with sanctioned strength issued by the Directorate of Academic Audit, TU.
 - (iv) The copy of online EAF form signed by the candidate after verifying the name and Subject Titles.
 - (v) The Principals are also requested to submit Subject-wise/Paper-wise data (in duplicate) separately.

Note : There is no revaluation for MBA and MCA courses for the candidates admitted from the Academic Year 2012-2013 onwards.

**Sd/-
CONTROLLER OF EXAMINATIONS**

Copy to :

1. The Dean, Faculty of Commerce/ Science, TU
2. The Director, Directorate of Academic Audit, TU
3. The Finance Officer, TU
4. The Manager, State Bank of India, TU Campus Br., TU
5. The P.S. to Vice-Chancellor, TU
6. The P.A. to Registrar, TU
7. All the sections of Examination Branch, TU
8. The Dean, College Development Council, TU
9. The Public Relations Officer, TU
10. The Director, Student Welfare Centre, TU
11. All the Principals of Post Graduate Colleges, TU