

EXAMINATION BRANCH; OSMANIA UNIVERSITY; HYDERABAD – 500 007

No.023/MBA/Exams/2016

Date : 23.11.2016

NOTIFICATION

The Examination notification for **M.B.A. (Evening) III & V-Semester (Regular 2014-2015 & 2015-2016 Batch only)** Examinations pertaining to the candidates of University College of Commerce & Business Mgt., O.U. scheduled to be held in the Month of **December, 2016**, is given below. The detailed Time-Table will be notified separately in due course.

SCHEDULE OF EXAMINATION FEE

Fee for all Papers

Rs.2110 + 60 = 2170/- (Memorandum of Marks)

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>For Students</u> Payment of Examination fee and submission of Examination application forms at their respective colleges	30.11.2016	07.12.2016
<u>For Colleges</u> 1. Remittance of consolidated Examination fee to the Registrar Osmania University Exam Fee Fund A/c No. 52198262033.	03.12.2016	13.12.2016
2. Submission of E.A.F. Online	03.12.2016	13.12.2016
3. Submission of Hard copy of EAF	17.12.2016	

SPECIAL INSTRUCTIONS TO THE PRINCIPALS :-

The college login will be closed on the last date i.e. 17.12.2016 at 5.00 p.m..

- i) 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.
- ii) Principal is 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.
- iii) **FEE PAID ONCE CANNOT BE REFUNDED OR ADJUSTED FOR ANY FUTURE EXAMINATION**

P.T.O.

The Blind, Physically Disabled, Deaf & Dumb students (who have 40% of minimum Disability) need not to pay Examination Fee as per O.U Order No. 1555/228/2007-08/Budget-V, dated: 25-03-2008. A Xerox Copy of Medical Certificate must be attached to the EAF.

ALL THE REGULAR CANDIDATES OF III-SEMESTER SHOULD SUBMIT THEIR EXAMINATION FORMS THROUGH ONLINE ONLY.

The College will be held responsible for any mistake committed while filling the candidate name, mother 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.

Further, the Principal is requested to submit COMPULSORY the following documents, other wise their forms will not be accepted.

1. The detailed fee statement signed by the college Principal.
2. No Dues Certificate and Affiliation extension order for the year 2015-2016 with sanctioned strength issued by the Academic Branch, O.U.
3. The clearance certificate from the Director, Directorate of Academic Audit, O.U.
4. The Clearance certificate from Nodal Officer, Statistical Cell, O.U.

The Principal is requested to remit the Examination fee in any branch of State Bank of Hyderabad in favour of the Registrar, Examination Fee fund, O.U. A/C No.52198262033 (as per O.U. Letter No.17120/COE/2007, dated : 17.12.2007) and obtain a receipt from the Bank and submit the same to the Examination Branch along with EAF.

IN CASE THE COLLEGE IS MAINTAINING ITS ACCOUNT OTHER THAN STATE BANK OF HYDERABAD, IS REQUIRED TO TRANSFER THE FEE AMOUNT THROUGH RTGS FOR CREDIT INTO REGISTRAR, EXAMINATION FEE FUND, O.U. A/C NO 52198262033 (SBH, O.U BRANCH, IFSCODE "SBHY0020071").

THIS NOTIFICATION IS AVAILABLE ON O.U. WEBSITE www.osmania.ac.in .

NOTE : 1. The Principal is informed that the student name corrections will not be entertained. Kindly verify before sending EAF to Controller of Examinations, O.U.

2. The Principal is requested to submit the Internal award lists of M.B.A. (Evening) III & V-Semester Online only by 20.12.2016 ANY CHANGE OF SPECIALIZATION PAPERS AND MANUAL INTERNAL AWARDS will not be 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, EVEN IF HALL TICKET IS ISSUED.

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4. **THE PRINCIPAL IS REQUESTED TO UPLOAD THE UNIVERSITY APPROVED FACULTY MEMBERS LIST AND HARD COPY SHOULD BE SUBMITTED ALONG WITH EAF FORMS DULY SIGNED BY COLLEGE PRINCIPAL.**

Sd/-
A C O E (MBA)

Sd/-
CONTROLLER OF EXAMINATIONS

Copy to:-

1. The Principal, Univ. College of Commerce & Buss. Mgt., O.U.
2. The Head, Dept. of _____
3. The Director, University Press, O.U.
4. The Director, Directorate of Academic Audit, O.U.
5. The Addl. Controller of Examinations (Confidential), O.U.
6. The Dy. Registrar (Academic), O.U.
7. The Secretary to the Vice-chancellor, O.U.
8. The P.A. to the Registrar, O.U.
9. The P.A. to the O.S.D., O.U.
10. The Public Relations Officer, O.U.
11. The Addl. Controller of Examinations (EDP Section), Exam. Branch , O.U.
12. The Superintendent (Stores Section), Exam Branch, O.U.