

No.013/PG/Exams/2016

Date : 13.01.2016

NOTIFICATION

1. It is hereby notified for information of all the **REGULAR CANDIDATES** of M.Sc. (Inorganic Chemistry, Organic Chemistry, Mathematics & M.C.J.) offered at P.G. College, Narsapur, Medak Dist. that the **I-Semester (Regular)** Examinations are scheduled in the month of **March, 2016**. The detailed Time-Table will be notified in due course.
2. 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 college	10.02.2016	16.02.2016
<u>To Colleges</u> 1. Remittance of consolidated Examination fee to the Registrar Osmania University Exam Fee Fund A/c No. 52198262033.	12.02.2016	18.02.2016
2. Submission of E.A.F. Online	12.02.2016	18.02.2016
3. Submission of Hard copy of EAF	20.02.2016	

3. **DETAILS OF EXAMINATION FEE :-**

A. For All Papers Rs.620 + 60 = 680/-

B. Processing Fee (for I-Semester Rs.600/-
Regular candidates once in a course time)

C.ONCE FEE PAID CANNOT BE REFUNDED OR ADJUSTED FOR ANY FUTURE EXAMINATION.

4. Fresh candidates appearing for **I-Semester** shall enclose Xerox copies of their qualifying Certificates and **Annexure-I** with EAF Form duly attested by the Principal of College. The other University candidates should enclose their **Original Migration Certificate together with a fee of Rs.250/-** in addition to the examination fee.
5. i) The Principal is requested to forward all the examination application forms with **Annexure-I** of the eligible candidates duly attested on or before **20.02.2016** without fail. Forms received after the due date will be levied a penal fee of **Rs.1000/-** per day.
- ii) **ALL THE REGULAR CANDIDATES OF I-SEMESTER SHOULD SUBMIT THEIR EXAMINATION FORMS THROUGH ONLINE ONLY.**

P.T.O.

- iii) Further, the Principal is requested to enclose the list of admitted candidates for the year 2015 - 2016 signed by the Director, P.G. Admissions along with I-Semester candidates duly approved by the Director, Directorate of Academic Audit, O.U.
- iv) Principal is also requested to submit subject-wise/paper-wise data including specializations/ Electives offered at college (induplicate) separately.
- v) The copy of online EAF form signed by the candidate after verifying the Name, Father Name, Mother Name, Annexure-I and Paper Titles.
- vi) The Candidate will be held responsible for any mistake committed while filling his Name, Father Name, Mother Name and paper title (Theory & Practical). IN CASE OF ANY MISTAKE RS.1000/- will be levied as FINE for rectification of each error.
7. 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 E A F and Annexure-I.

Note :- The examination application forms will not be accepted unless the college submits clearance certificate from the superintendent (stores) of the Examination Branch with regard to the account of 32 page booklet stationery.



CONTROLLER OF EXAMINATIONS

Copy to:-

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

ANNEXURE - I

(TO BE FILLED IN CAPITAL LETTERS ONLY)

Course : _____

Subject : _____

Semester : _____

Roll No. _____

Name : _____
(As per UG certificate)

Month & Year : _____

Mother's Name : _____

Father's Name : _____
(As per UG certificate)

Sl. No.	Paper Code	Paper Title
1		
2		
3		
4		
5		
6		
7		
8		
9		
10		

Note : All entries made in the Annexure-I, Name, Mother's Name, Father's Name and Paper Titles are carefully verified by me. If any mistake is found the candidate will be personally responsible and liable for penalty Rs.1000/- for correction.

Signature of the student

VERIFIED AND FOUND CORRECT AS PER UG ORIGINAL CERTIFICATE

Signature of the
Head of the Dept. with seal

Signature of the
Principal with seal