



Telephone: Office:08542-200210  
CONTROLLER OF EXAMINATIONS  
PALAMURU UNIVERSITY  
MAHABUBNAGAR - 509 001 (T.S)

No.26/U.G/Annual Exams/2015-16

Date :19-01-2016

## NOTIFICATION

### (FOR BACKLOG CANDIDATES ONLY)

The last date for payment of examination fee and submission of application forms for B.A./B.Com.(General)/ B.Com.(Computers)/B.Com(Vocational) /B.Sc. of I, II, & III years Annual Examinations(for Backlog & Improvement students only) to be held in March/ April - 2016 is as follows:-

| Descriptions   | Last dates        |                           |
|--|-------------------|---------------------------|
|  | Without late fee  | With late fee of Rs.100/- |
| <b>To Students:</b><br>Payment of Examinations fee and submission of Examination application forms at their respective colleges.         | <b>28-01-2016</b> | <b>30-01-2016</b>         |
| <b>To Colleges:</b><br>1.Remittance of consolidated Examination fee through DD in favour of Registrar, Palamuru University, Mahabubnagar | <b>30-01-2016</b> | <b>02-02-2016</b>         |
| 2.Submission of E.A.F. Online  | <b>30-01-2016</b> | <b>02-02-2016</b>         |

### SPECIAL INSTRUCTIONS TO THE PRINCIPALS

- ❖ The college login will be closed after the last date.
- ❖ The late fee amount will be levied automatically in case the fee is not remitted to the P.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.

#### Note:

1. The detail of Examination Fee schedule is enclosed.
2. The Examination application forms of **ALL** students (All batches) are to be submitted **online through college login**. Also, hard copy of the **same may be downloaded and submitted to the examination branch duly signed by the Student and the Principal concerned along with photocopy of Memo**.
3. The candidates who have appeared for III year in double the duration of the course but not crossed (8) years from the date of admission and intended to write **backlog papers**, have to pay an amount of Rs.1000/- per paper, along with normal examination fee i.e. Candidates admitted During the academic year 2008-09, 2009-10. (Transfer Students from other university)
4. Whenever the syllabus or scheme of examination changes, two more examinations one in the following September and the other in the following March shall be conducted according to old Syllabus/regulations. Candidates not appearing in these examinations or failing in them shall take the examinations subsequently according to the changed syllabus/regulations.
5. All the candidates of all Batches who have backlog of **English paper- I & Paper- II** have to appear for the Viva- Voce, CBT and Theory Examination.
6. The exact date of commencement of the Examinations and detailed time table will be notified later.
7. Each Practical paper, IHC, Env.Studies, Science & Civilisation, Comp.Skills I&II and Human Values & Professional Ethics are treated as separate papers. The Candidate has to pay the examination fee and register for the examination.

8. The Principals of the Under Graduate colleges Palamuru University, is requested to
- 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.**
  - Inform all the concerned candidates that the payment of examination fee & submission of application forms will not be entertained after the due date **under any circumstances.** The Examination fee once paid by the candidate will not be refunded or adjusted.
  - Instruct the students to enclose the Xerox copies of the memorandum of marks of earlier examinations to verify eligibility.
  - In case of the candidates transferred from other Universities and autonomous colleges a new H.T number which is not allotted earlier to any of the candidate of the college has to be allotted and enclose the PU Admission/Permission orders for transfer, memorandum of marks, migration certificate of the parent University.**
  - The University has decided to accept the payment of Examination fee through Consolidated D.D (Year wise and Course wise) from the Colleges under Palamuru University Jurisdiction in favour of **the Registrar, Palamuru University, Mahabubnagar** Exam Fee Account.
9. Submit all the **Application forms** along with the
- Consolidated Exam fee D.D** may be submitted to the Examination Branch, P.U, where Receipts Pertaining to B.A/B.Com/B.Sc will be issued separately. (In no case individual receipts submitted by students will be accepted).
  - Nominal Rolls (Only one copy):** One hard copy of nominal rolls (consolidated list of candidates) generated using the Students online information System after due verification and signed by the Principal.
  - Subject-wise Data & Elective Papers Data** of registered candidates in the prescribed proforma, which must matched with that of the applications submitted.
  - List of Transferred Candidates**
    - Transferred from one college to another college of Palamuru University.
    - Transferred from other Universities
  - List of Physically handicapped and Deaf & Dumb Candidates.**
  - Fees Abstract (in duplicate)** one hard copy of the Fee Abstract Prepared/downloaded using the link provided at College Login.
10. Application forms with all the above requirements should reach the Examination Branch, PU, on or before **5<sup>th</sup> February 2016**. A penal fee @ Rs.5,000/- per faculty will be collected per day from the college on applications received after **5<sup>th</sup> February 2016**.
11. This notification is available on website [www.palamuruuniversity.com](http://www.palamuruuniversity.com)

*Sd/-*  
CONTROLLER OF EXAMINATIONS

Copy to :

- 1) The Principal of concerned college,
- 2) The Director, Directorate of Academic Audit, P.U.,
- 3) The Joint Director, Directorate of Academic Audit, P.U.,
- 4) The Additional controller of Examinations (Confidential), P.U.,
- 5) The Secretary to Vice-Chancellor, P.U.,
- 6) The P.A. to Registrar, P.U.,
- 7) Notice Board of the Examination Branch, P.U.



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Date:19-01-2016

To  
The Principal,

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**Sub:- B.A./B.Com./B.Sc (YWS) Annual Examinations - 2016, Backlog & Improvement Examination Fee Details - Regarding**

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Sir/ Madam,

The details of Examination Fee payable for B.A./B.Com./B.Sc. (YWS) examinations is as follows :-

**B.A, B.Com & B.Sc I, II & III Year**

|  |                          |                 |
|--|--------------------------|-----------------|
| Up to 2 papers   | Rs.510/- + 50/- For Memo | } +50/- For CBT |
| 3 or more papers   | Rs.785/- + 50 /-For Memo |                 |
| Improvement per Paper  | Rs.300/- + 50/- For Memo |                 |
| Migration Fee<br>(Candidates who took admission from other Board/University) | Rs.125/-                 |                 |

Kindly, collect the Examination Fee from the Candidates for Annual Examinations - 2015 as mentioned above as D.Ds in favour of "The Registrar, Palamuru University, Mahabubnagar fee fund as specified in the notification.

Sd/-  
Controller of Examinations