

EXAMINATION BRANCH; OSMANIA UNIVERSITY; HYDERABAD – 500 007

No.031/MBA/Exams/2017

Date : 31.05.2017

NOTIFICATION

It is hereby notified that the **M.B.A. II-Semester (CBCS - Regular) and I-Semester (CBCS - Backlog & Improvement - 2016-2017 Batch only)** Examinations pertaining to the candidates of University & Affiliated Colleges including O.U. PG Colleges at Districts are scheduled to be held in the Month of **July, 2017**. The detailed Time-Table will be notified separately in due course.

SCHEDULE OF EXAMINATION FEE

- | | |
|-------------------------|--|
| 1. Fee for all Papers | Rs.2110+60 =2170/- (Memorandum of Marks) |
| 2. Fee up to Two Papers | Rs.860+60 = 920/- (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>To Students</u> Payment of Examination fee and submission of Examination application forms at their respective colleges	19.06.2017	29.06.2017
<u>To Colleges</u> 1. Remittance of consolidated Examination fee to the Registrar Osmania University Exam Fee Fund A/c No. 52198262033.	20.06.2017	30.06.2017
2. Submission of E.A.F. Online	22.06.2017	03.07.2017
3. Submission of Hard copy of EAF	06.07.2017	

SPECIAL INSTRUCTIONS TO THE PRINCIPALS :-

The college login will be closed on the last date i.e. 06.07.2017 at 5.00 p.m..

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

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 II-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.

P.T.O.

The candidates appearing for the above examinations should submit **online** Examination Application forms carefully and enclose Xerox copies of Memorandum of Marks for the earlier examinations duly attested by the Principal of the concerned College for ready reference, failing which the forms will not be accepted. Xerox copies of Examination Application Forms & Photographs will not be considered.

The Principals are 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. All the Principals are informed that the student name corrections will not entertained. Kindly verify before sending EAF to Controller of Examinations, O.U.
2. **The Principals are requested to submit the Internal award lists of M.B.A. II-Semester Online only. The copy of same (Internal awards) with Principal attestation should be submitted to the Addl. Controller of Examinations (M.B.A.), O.U. The date will be announced later.**
3. **AS PER NOTIFICATION, NOT ELIGIBLE STUDENT'S NUMBERS WILL BE DELETED/REMOVED FROM RESULT PROCESS AT ANY TIME, IF HALL TICKET IS ISSUED.**
4. **THE PRINCIPALS ARE 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 _____
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.