



YENEPLOYA
(Deemed to be University)

Recognized under Sec 3(A) of the UGC Act 1956
Accredited by NAAC with 'A' Grade

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Controller of Examinations

YU/COE/EXAM/Notification/December/2019

Date: 04.11.2019

NOTIFICATION

Sub: Conduct of Examinations for I & III Semester MHA (CBCS) Regular & II Sem MHA (CBCS) Repeaters- December 2019 Session - Reg.

Ref 1: YU/EXAM/Notification/December Session/2019 dated 31.10.2019

Ref 2: YU/EXAM/Notification/December Session/2019 dated 02.11.2019

In continuation of this office notification cited above, the schedule regarding the submission of application and fee details are notified as follows.

Schedule for compliance by the Institution :

Date of issue of Application forms of Examination to the colleges	11.11.2019
Last date for payment of Examination fee & to fill in the Application form	21.11.2019
Last date for payment of Examination fee & to fill in the Application form with fine of Rs. 200/-	25.11.2019
Last date for payment of Examination fee & to fill in the Application form with fine of Rs. 500/-	28.11.2019
Last date for submission of filled application forms by the colleges to the University	30.11.2019
Last date for submission of Attendance and I.A. Marks to the University	28.11.2019
Date of Commencement of the Examinations	10.12.2019

Fee details - Colleges have to collect the following fees from the candidates

1	Fee for Examination Application Form	Rs. 150/-
2	Fee for Marks Card	Rs. 250/-
3.	Examination Fee	Rs. 1750/- per paper
		Rs. 800/- per Open Elective subject

Instructions to the Principal/Dean:

- 1. Attendance:** Furnish attendance of all the candidates by calculating the Attendance up to the last working day of Course/ Term – on or before due date. There is no provision for condonation of Attendance.
- 2. Internal Assessment Marks :** I. A. should be submitted on or before the due date.
- 3. Please notify this examination notification along with the Instructions to the candidate prominently on the Notice Boards of the Institution for the benefit of the students.**

Instructions to the Candidates

- 1. Candidates should affix the latest stamp size photo (2 No) on the application form.**
- 2. The candidate should verify the final I.A marks/ Attendance and report any discrepancies found to the office.**
- 3. Signing in the IA marks/Attendance list is mandatory before obtaining the Hall ticket and no claim will be entertained thereafter for any change in the IA marks / Attendance.**
- 4. The Application received after the due date will not be considered.**
- 5. In case if the Hall Ticket is lost a duplicate Hall Ticket can be obtained from the Office of the Controller of Examinations by submitting a latest stamp size photo and by paying Rs.100/- and a request letter from the candidate through the Dean, failing to which the candidate will not be permitted to appear for the examinations.**
- 6. The filled in examination application forms along with the statement showing the details of Names of the Candidates, Register No's , Subject appearing and Fees Paid should be sent to the Controller of Examinations on or before due date.**

B. T. N. N. N.

Controller of Examinations

To,

The Dean, Yeneploya Medical College